

COMPANY REGISTRATION NUMBER 06914491  
CHARITY REGISTRATION NUMBER 1135307

**CHRISTIANS TOGETHER IN MISSION**  
**Report and Financial Statements**  
**For the year to 31 December 2018**

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# **Christians Together in Mission**

## **Directors' and Trustees' Report**

The directors are pleased to present their annual report on the affairs of the Charity and the Company, together with the unaudited financial statements for the period from 1 January 2018 to 31 December 2018, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities' Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

## **Chair's Report**

Each year end, as I write my report, I am amazed at the way we continue to serve our neighbours through Christians Together in Mission, and the dedication and support of our trustees, staff and volunteers. Our team is making a difference to so many people in the community, and that was the motivation for starting the Charity way back in 2009. Again, thank you to our donors and funders who believe what we are doing is important to people as they provide the funds and resources we need.

The year has seen significant celebrations for each of our services, and we have been honoured to have the Lord Lieutenant of Berkshire, Mr James Puxley, at the School Pastors 5th Anniversary and Commissioning Service, together with the Chair of West Berkshire Council, Mrs Carol Jackson, and representatives from the Willink School, clergy and the police. Rt. Hon. John Redwood MP (now Sir John) has spoken warmly about the benefits of the befriending service when he has attended our TiM Friends birthday celebrations, and we were pleased that he was able to attend the recent 5th anniversary and commend the volunteers for their commitment to visiting and supporting their clients. We are one of the largest independent schemes licensed to Linking Lives UK, and our coordinator has received a certificate of commendation from them for her work. Finally, Café B, into its seventh year, continues to provide an important and valued meeting place in Burghfield Common for many people of all ages.

We continue to have good relations with our local churches and clergy, and many of our volunteers are from their congregations.

For 2019 we are focussing on replacing trustees who have served us well for many years with skills and wisdom, and inevitably, seeking further funds to provide services of the highest quality within the resources available to us.

As a Christian charity, we are grateful to God for continuing to guide and enable us, and for the vision of reaching out to our neighbours in love and practical care.

***Charles French***

**Chair**

## Establishment and Purpose

The Charity's objectives are:

The relief of need in the Counties of West Berkshire and North Hampshire in accordance with a Christian ethos in particular but not exclusively by:

- Encouraging local Christians and Churches to become more involved in meeting the needs of their local communities
- Supporting and encouraging a distinctive Christian ethos in all work undertaken by Churches and Christians and explaining this ethos and its implications to the wider public
- Encouraging and supporting partnership working to meet the needs of local communities.

To achieve these objects, the main activity is continuing to implement the findings of a 2010 community survey ('Listening Communities' Report) conducted in the Mortimer, Burghfield, Sulhamstead, Padworth and Mortimer West End communities.

In planning our ongoing activities the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance in 'Public Benefit - Running a Charity (PB2)'.

## Activity during the period

The Charity engaged in the following activities during 2018:

- We appointed a new trustee, Emma Shumsky, to replace Susan Jackson, who resigned in May 2018 after serving the charity as treasurer since its beginning. Her substantial contribution to the development of the charity was recognised by a gift at the AGM.
- We contracted with Mulberry Accounting Services to supply book-keeping services to the Charity.
- The Community Café (Café B) in Burghfield Common, now in its 7th year. Our manager for the past 3 years has resigned due to family commitments, but we have appointed an experienced replacement who works with an excellent team of volunteers. It continues to be well used and valued by local people on Monday and Wednesday openings. A local IT expert available for consultation on Mondays is much appreciated. However, the monthly Prayer Stop opportunity has not been used as much as expected. The Café has provided refreshments for sports and holiday activities at the Pavilion on the Burghfield Common Recreation Ground and has supported CTiM Friends, Burghfield Parish Council and other organisations in events they have organised.

The discussions with the Burghfield Parish Council towards establishing a dedicated building for a café in the village continue, albeit slowly. We do not anticipate they will affect our current operation of Café B during the coming year.

- School Pastors initiative (Burghfield and Area School Pastors), launched in The Willink School, Burghfield Common, in May 2013 in partnership with the Ascension Trust, continues to support the School community and is highly valued by the School. Under the lead of the part time co-ordinator, a team of volunteer School Pastors patrol within the School and surroundings. In June we celebrated the 5<sup>th</sup> Anniversary of the service with a special celebration and recommissioning attended by the Lord Lieutenant of Berkshire, the Chair of West Berkshire Council and other dignitaries. The coordinator has worked hard at making the service known in a wider constituency of churches in Reading and the surrounding area and in seeking further volunteer pastors, though this has resulted in only one recruit. With sickness, it has been difficult to maintain two patrols a week throughout the latter part of the year. Two experienced pastors have indicated their intention to resign in Spring 2019, so the Management Board and the coordinator, with the School, are considering options.
- The befriending scheme (TiM Friends) started in May 2013, is also run by a part time coordinator. During 2018 it has continued to provide valuable support to vulnerable and isolated adults. The development last year in expanding the number of social opportunities for clients has continued and we receive some very positive comments from clients and their families. The volunteer befrienders, many of whom have served for the whole time the service has been in operation, speak about the way it benefits them. Currently about 50 volunteers have about 50 clients. Recently some clients have died, moved away or into more supportive care, but are replaced by others. We have again organised a Silver Sunday lunch in Burghfield in early October, and have

had to limit the numbers attending, filling the available space. Our coordinator has developed increased contact and co-operation with local health care providers and other interested parties and potential partners, and her experience has been recognised by an award from our partner, Linking Lives UK, and the invitation to speak at their conference. The value of the scheme has been recognised by local funders with grants to support and extend our activities into adjacent parishes which, though not easy due to the dispersed housing, has identified more clients and volunteers.

- We have continued to support the Burghfield May Fayre, Mortimer Fun Day and Sulhamstead Fete as important community events in our area. All these events attract many local residents, and are a significant part of life of the villages. We have again worked with our local Parish Councils in Mortimer and Burghfield and individual churches to provide community carols at Christmas.
- There have been several appointments to the membership of our three Management Boards bringing added experience to strengthen their support for each service. Our links and informal relationships with the local church leaders and their communities remain strong, as we rely on them for volunteers and support.

## **Use of Volunteers**

In order to fulfil the above objectives, the Charity benefits from time donated by unpaid volunteers. We are extremely grateful for the many hundreds of hours of volunteer time given to the following areas of the charity's work:

- Participation in the Management Boards
- The running of Café B
- Burghfield and Area School Pastor patrols
- Visits performed by volunteers as part of the TiM Friends befriending service
- Other local events involving volunteers in a wide range of support roles
- Functional work carried out by officers of the Charity including safeguarding and fundraising.

## **Achievements and performance**

As listed above our work in the local communities has strengthened during 2018, building on the achievements of earlier years. TiM and its important work is positively recognised by our village communities.

The major source of our funds has come through other charitable foundations (see below), but we are seeking to enlarge support from individuals, especially on a regular basis. We continue to promote opportunities for electronic giving through Localgiving.com.

## **Financial Performance**

The Charity has an operating deficit in the year of £3,184 (2017: Surplus of £7,451). Total incoming funds for the year were £32,765 (2017: £43,172) and consisted of grants and donations including gift aid and match funding of £20,742 (2017: £29,902), trading and other income £12,023 (2017: £13,270).

Total income by charity fund was as follows: TiM General fund: £9,335 (2017: £2,787); Restricted funds: Café B £13,430 (2017: £13,685), School Pastors £3,148 (2017: £9,667), TiM Friends £6,852 (2017: £17,033).

We are extremely grateful for the support of local charities and charitable trusts, as well as local partners and individuals, which were crucial to the running of our community based services during 2018:

- UNFAC - TiM Friends (£2,250)
- Mortimer West End Chapel - General (£2,000)
- Gordon Palmer Memorial Trust - School Pastors (£500)
- Localgiving.com - General (£1,027)
- Other donations and misc. income from fundraising (£2,690)
- Turners Court – School Pastors (£1,000)
- The Warham Trust – General (£1,000)
- Stratfield Mortimer Relief in Need – School Pastors (£1,500)
- Stratfield Mortimer Fair Ground Trust – TiM Friends (£500)
- Stratfield Mortimer Relief in Need – TiM Friends (£3,500)

- Burghfield Residents Association – Café B (£500)
- Good Exchange – General (£3,774)

Total expenditure for the year of £35,949 (2017: £35,721). Expenditure across the various funds was as follows: Charity running costs £6,421 (2017: £3,092), Café B £13,364 (2017: £15,019), School Pastors £6,294 (2017: £6,411), TiM Friends befriending project £9,869 (2016: £11,199).

The main items of expenditure in running the charity during the year were as follows: (2017 figures in brackets)

- Accountancy £1,963 (£314)
- Admin support £1,747 (£1,681)
- Annual insurance £592 (£615)
- Meeting & Community events £1,882 (£1,372)
- DBS checks £348 (£255)
- Legal and professional £198 (£198)
- Licence fees £622 (£1,600)
- Marketing and printing £363 (£297)
- Rent for Café and TiM Office £2,192 (£2,680)
- Staff wages £17,665 (£16,226)
- Stock and consumables for Café £5,693 (£6,602)
- Telephone and broadband £682 (£608)
- Training £329 (£70)
- I.T. & Web Site £892 (£170)

## **Reserves policy**

The Directors continue to consider the level of reserves appropriate to the future needs of the Charity as being £1,000.

The Directors have also decided to hold an additional reserve against Community Café funds for potential repairs to Burghfield Common Methodist Church premises in the event the Café relocates in future. The level of reserves appropriate for this purpose is considered as being £500.

## **Sources of funding**

The Charity has a number of sources of funding:

- Applications for Grants where relevant
- Private donations including Match Funding and Gift Aid
- Donations from local Churches
- Fundraising activities

Details of our main fund providers are shown in the finance section of this report.

## **Future plans**

Our plans for 2019 include:

We will seek opportunities to inform local Church and community leaders of our work, and take opportunities, with short presentations of our work, to further explore ways they might support us, for mutual benefit.

- Appointing additional members to the Trustee team. The remit will be for experienced people who can advise and support our work in light of our Charitable Objectives and to replace an existing trustee who intends to retire during 2019
- Increasing our membership base
- Continue planning with Burghfield Parish Council for a dedicated building to be used as a community hub which will include Café B

- Increasing the team of School Pastors and seeking further opportunities to engage with young people in our communities
- Continuing to recruit volunteers and clients for TiM Friends
- Continuing to have a presence at local events such as the Burghfield May Fayre, the Mortimer Fun Day and the Sulhamstead Fete, and Carol Singing around the Christmas trees in Burghfield and Mortimer
- Supporting the Food Bank set up by Churches Together in Burghfield, Sulhamstead and Mortimer as it continues to meet the needs of families and individuals in the local area
- Seeking funding for these and future projects.

## **Risk management**

The Trustees are responsible for the on-going exercise of identifying on a timely basis the major risks to which the charity is exposed. Each of these risks will be reviewed annually and where necessary systems will be put in place to mitigate those risks. No system, no matter how comprehensive, can eliminate risk entirely. Key performance indicators are not considered necessary for the understanding of the development, performance or position of the business of the company. There are no significant risks or uncertainties facing the Charity, including those within the context of the use of the financial instruments.

The Trustees consider that the greatest risk to the Charitable Company's ability to continue its activities is that the Charity's existing sources of funding could diminish and have a detrimental impact on reserves. Staff and Management Boards are encouraged to bring new risks to the attention of the Trustees as soon as they are perceived to have arisen.

## **Reference and Administrative Details**

Charity Number	1135307
Company Number	06914491
Registered Office	Chapel House, Chapel Lane, Padworth Common, Reading RG7 4QE
Bankers:	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, ME19 4JQ
Independent Examiner:	Rachel Belshaw (MA ACA CTA), Hill Top Accounting Ltd, Hill Cottage, Church Lane, Upton Nervet, Reading, RG7 4HQ
Safeguarding Body:	CCPAS, PO Box 133, Swanley, Kent, BR8 7UQ

## **Directors and Trustees**

During the period ending on 31 December 2018 the following were the Directors of the Company (who are also the Trustees for the purposes of the Charities Act):

Revd. Charles M K French	Chair (re-elected 13 July 2017)
Ms Susan M Jackson	Acting Treasurer (resigned 23 May 2018)
Dr Brian C Baldwin	Secretary (re-elected 25 July 2018, but retiring April 2019)
Mr David Partington	Elected 13 July 2017
Mrs Emma Shumsky	Elected 25 July 2018

## **Structure, Governance and Management**

The company's governing documents are its Memorandum and Articles of Association. The number of Trustees may not be fewer than three and may be more. All Trustees shall declare their commitment to further the Charity's objects. The appointment of Trustees, as well as their removal, vests in the Annual General Meeting. At each Annual General Meeting one third of the Trustees must retire, selected by longevity of service and in alphabetical order. They are eligible to stand for re-election.

The Trustees will typically focus on consideration of strategic matters, for example partnerships with other charities, appointment and retention of the Management Boards and the approval of the budget and quarterly accounts. The day to day running of the Charity is delegated by the Trustees through the Management Boards to the individual service coordinators.

## **Related party transactions**

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the group during the year.

The total amount of donations received by the charity from the trustees in the year was £2,300 (2017: £370).

Mrs Beverley French was employed by the charity as a part-time coordinator and is the wife of the Chair, Mr Charles French.

## **Trustees' responsibilities in relation to the financial statements**

Company Law and Charity Law require 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 financial activities of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- 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; and to
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for ensuring that the company maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against loss or unauthorised use and to prevent and detect fraud and other irregularities.

The Trustees changed Bank during 2018, due to the closure of our local branch of Nat West, and now operate accounts on-line.

## **Appointment of Independent Examiner**

Rachel Belshaw (MA, ACA, CTA) has been appointed as the Independent Examiner for the 2018 Financial Statements.

## **Small company exemptions**

The Directors' report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption in accordance with Companies Act 2006.

This Report has been approved by the Trustees and Directors.

Signed.....

Date 13<sup>th</sup> March 2019

***Charles French (Chair)***

**Christians Together in Mission**  
**Statement of Financial Activities**  
**for the year ending 31 December 2018**

		<b>Unrestricted Funds 2018 £</b>	<b>Restricted Funds 2018 £</b>	<b>Total Funds 2018 £</b>	<b>Total Funds 2017 £</b>
	Note				
<b>Income:</b>					
Donations and legacies	4	9,335	11,407	20,742	29,902
Income from other trading activities:		-	12,023	12,023	13,270
<b>Total income</b>		<b>9,335</b>	<b>23,430</b>	<b>32,765</b>	<b>43,172</b>
<b>Expenditure:</b>					
Commercial trading operations		-	(5,693)	(5,693)	(6,602)
Expenditure on charitable activities:	5	(6,421)	(23,835)	(30,256)	(29,119)
<b>Total expenditure</b>		<b>(6,421)</b>	<b>(29,528)</b>	<b>(35,949)</b>	<b>(35,721)</b>
Net income/ (expenditure) and net movements in funds for the year	6	2,914	(6,098)	(3,184)	7,451
<b>Reconciliation of funds</b>					
Total funds brought forward		5,562	13,896	19,458	12,007
<b>Total funds carried forward</b>		<b>8,476</b>	<b>7,798</b>	<b>16,274</b>	<b>19,458</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

**Balance Sheet**  
**As at 31 December 2018**

		<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
	Note		
<b>Fixed assets</b>			
Tangible assets	12	430	-
<b>Total Fixed Assets</b>		<b>430</b>	<b>-</b>
<b>Current assets</b>			
Debtors	13	-	-
Cash at bank and in hand		17,030	20,526
<b>Total Current Assets</b>		<b>17,030</b>	<b>20,526</b>
<b>Liabilities</b>			
Creditors falling due within one year	14	(1,186)	(1,068)
<b>Net Current Assets</b>		<b>15,844</b>	<b>19,458</b>
<b>Net assets</b>		<b>16,274</b>	<b>19,458</b>
<b>The funds of the charity:</b>			
Unrestricted funds	15	8,476	5,562
Restricted funds		7,798	13,896
<b>Total charity funds</b>		<b>16,274</b>	<b>19,458</b>

The trustees have prepared accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011.

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

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 15 form part of these accounts.

On behalf of the board

Signed:   
CHARLES MALCOLM KENNETH FRENCH

Date 13<sup>th</sup> March 2019  
Director

**Notes to the accounts**

## 1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation and uncertainty in the preparation of the financial statements are as follows:

### a) Basis of preparation

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### b) Preparation of the accounts on a going concern basis

The Charity reported a net cash outflow of £3,495 for the year. The Trustees are of the view that the measures taken prior to and subsequent to the year-end to gain funding have secured the immediate future of the Charity for the next 12 to 18 months and that on this basis the charity is a going concern.

### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised refer to the Trustees' annual report for more information about their contribution.

### e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

### f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific services.

### g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of commercial trading including the community café and associated cost of sales
- Expenditure on charitable activities includes the costs of performances, exhibitions and other educational activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities, incurred in respect of back office costs, finance, personnel, payroll and governance costs which support the Charity's services and activities. These costs are shown as expenditure on charitable activities only and not allocated.

i) Tangible fixed assets

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Asset Category	Annual rate
Plant, equipment	- 25% straight line
Fixtures and fittings	- 25% straight line

j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m) Financial instruments

The Charity has no financial assets or financial liabilities of a kind that qualify as financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

n) Pensions

The Charity provides a defined contribution workplace pension scheme to eligible employees in line with prevailing auto enrolment legislation.

## 2 Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

### 3. Financial Performance of the charity

The summary financial performance of the charity alone is:

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Income	32,765	43,172
Expenditure from charitable activities	(35,949)	(35,721)
<b>Net income</b>	<b>(3,184)</b>	<b>7,451</b>
Total funds brought forward	19,458	12,007
<b>Total funds carried forward</b>	<b>16,274</b>	<b>19,458</b>
Represented by:		
Restricted income funds	7,798	13,896
Unrestricted income funds	8,476	5,562
	<b>16,274</b>	<b>19,458</b>

### 4. Income from donations and legacies

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Donations and Gifts	20,742	29,902
	<b>20,742</b>	<b>29,902</b>

The income from donations and legacies was £20,742 (2017: £29,902) of which £9,335 was unrestricted (2017: £2,787) and £ 11,407 restricted (2017: £27,115).

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

## 5. Analysis of expenditure on Charitable Activities

	Operations & other projects	Café	Befriending	School Pastors	Total
	£	£	£	£	£
Depreciation	-	-	9	-	9
Community Events	-	-	7	23	30
Marketing, PR & printing	228	-	128	7	363
Rent, premises & repairs	547	1,681	-	-	2,228
Staff salaries and related costs	120	5,274	7,924	4,922	18,240
Training and welfare	30	300	-	-	330
I.T. & Website	864	-	28	-	892
Governance costs	4,632	417	1,773	1,342	8,164
<b>Total</b>	<b>6,421</b>	<b>7,672</b>	<b>9,869</b>	<b>6,294</b>	<b>30,256</b>

Expenditure on charitable activities was £30,255 (2017: £29,119) of which £6,421 was unrestricted (2017: £3,092) and £23,835 was restricted (2017: £26,027).

## 6. Summary analysis of expenditure and related income for charitable activities

This table shows the cost of the three main charitable activities and the sources of income directly to support those activities.

	Café	Befriending	School Pastors	Total
	£	£	£	£
Costs	(7,672)	(9,869)	(6,294)	(23,835)
Trading costs (consumables)	(5,693)	-	-	(5,693)
Grants and donations	1,407	6,852	3,148	11,407
Trading income	12,023	-	-	12,023
Other income	-	-	-	-
Net cost funded from other income and reserves	65	(3,017)	(3,146)	(6,098)

## 7. Analysis of governance and support costs

The Charity identifies the costs of its governance and support functions. Specifically attributable costs are allocated directly to the relevant charitable activity. Charity overheads such as office rent, insurance, accountancy etc. are not apportioned to the other charitable activities undertaken in the year. Refer to the table below for the analysis of support and governance costs.

### Analysis of support and governance costs

General support Governance	General Support	Governance	Total	Basis of
	£	Function	£	Apportionment
Accountancy fees	-	1,963	1,963	General
Legal and other professional	-	4,454	4,454	General
Admin Support	1,747	-	1,747	Direct
Total	1,747	6,417	8,164	

## 8. Charity Remuneration

No employees had employee benefits in excess of £60,000 (2017: nil).

The charity trustees were not paid or received any other benefits from employment with the Charity in the year (2017: £nil) neither were they reimbursed for personal expenses during the year (2017: £nil). No charity trustee received payment for professional or other services supplied to the charity (2017: £nil).

The key management personnel of the Charity comprises the trustees and other unpaid officers.

There were no employee benefits of the key management personnel of the Charity (2017: £nil).

## 9. Staff Numbers

The average monthly head count was 3.0 part time staff (2016: 3.0 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) is 0.8 (2016: 0.8).

## 10. Related party Transactions

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

## 11 Corporation Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**12 Tangible fixed assets**

	Plant and machinery £	Office equipment £	Fixtures and Fittings £	Total £
Cost:				
At 1 January 2018	1,081	1,574	6,488	9,143
Additions	-	439	-	439
Disposals	-	-	-	-
At 31 December 2018	<b>1,081</b>	<b>2,013</b>	<b>6,488</b>	<b>9,582</b>
Accumulated Depreciation				
At 1 January 2018	(1,081)	(1,574)	(6,488)	(9,143)
Charge for the year	-	(9)	-	(9)
Depreciation on disposals	-	-	-	-
	<b>(1,081)</b>	<b>(1,583)</b>	<b>(6,488)</b>	<b>(9,152)</b>
Net book value:				
<b>At 31 December 2018</b>	-	-	-	<b>430</b>
At 31 December 2017	-	-	-	-

**13 Debtors**

	2018 £	2017 £
Accrued income	-	-
	-	-

**14 Creditors: amounts falling due within one year**

	2018 £	2017 £
Trade creditors and accruals	1,186	1,068
	1,186	1,068

## 15 Analysis of charitable funds

### Analysis of movements in unrestricted funds

	Balance 1 Jan 2018 £	Incoming resources £	Resources expended £	Balance 31 Dec 2018 £
Unrestricted funds	5,562	9,335	(6,421)	8,476

### Name of unrestricted funds

General fund

Designated funds

### Analysis of movements in restricted funds

	Balance 1 Jan 2018 £	Incoming resources £	Resources expended £	Balance 31 Dec 2018 £
Café	(2,732)	13,430	(13,364)	(2,666)
Befriending	13,487	6,852	(9,870)	10,469
School Pastors	3,718	3,148	(6,294)	572
Other projects	( 577 )	-	-	(577)
<b>Total</b>	<b>13,896</b>	<b>23,430</b>	<b>(29,528)</b>	<b>7,798</b>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHRISTIANS TOGETHER IN MISSION  
(CHARITY NUMBER 1135307)**

I report to the trustees on my examination of the accounts for the year ended 31 December 2018 set out on pages 7 to 15.

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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.

**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 those matters set out in the statement below.

**Independent examiner's statement**

I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the 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.

Signed

Date 14 May 2019

*Rachel Belshaw*

Rachel Belshaw MA ACA CTA  
Hill Top Accounting Ltd, Hill Cottage, Church Lane, Ufton Nervet, RG7 4HQ