

Trustees' Annual Report

Section 1. Legal and Administrative Information

Charity name

Christians in Schools Trust

Charity Commission registered number

Registered charity number 1019848.

Financial year

From 1st August 2003 to 31st July 2004

Charity's principal address

The principal address for the charity is that of the Honorary Treasurer:

Mr D.J. Scott, 40 Bakewell Road, Hazel Grove, Stockport, Cheshire SK7 6JU.

Governing Document

The charity is governed by a Declaration of Trust made on 17th March 1993.

Objects of the Charity

The purpose of the Trust is the advancement of Christian religion as follows:

The proclamation and furtherance of the Gospel of God concerning his Son, Jesus Christ, Our Lord and the preaching and teaching of the Christian Faith in schools throughout the Stockport area and elsewhere.

The organisation, sponsorship and promotion of Inter-denominational Christian work throughout the Stockport area and elsewhere the object of which shall be to present to men, women, young people and children the Lord Jesus Christ as Saviour and Lord by all possible means.

Specific Investment Powers

Specific investment powers are included in clause 3 of the Declaration of Trust.

Bankers

Alliance & Leicester Commercial Bank plc, Bridle Road, Bootle, Merseyside, GIR 0AA

Honorary Independent Examiner

Mrs Denise Wright, 1 Old Pasture Close, Offerton, Stockport, Cheshire SK2 3EG

Section 2. Trustees and Governance

Trustees

As at the end of the financial year, 31st July 2004:

Mr Philip John Clarke (Trust Chairman)
Mrs Judith Mary Crofts (Trust Secretary)
Mrs Janet Elizabeth Ford
Mrs Christine Joyce Hall
Mr David John Scott (Trust Treasurer)
Mrs Maureen Dorothy Wilkinson

Mrs Lesley Carole Ashworth resigned as Trustee during the year. The appointment of additional Trustees is under consideration.

Clause 6 of the Declaration of Trust which governs the trustees provides for not less than 3 nor more than 9 trustees. Each Trustee is required to assent in writing to the doctrinal basis of this Trust. The appointment of new trustees is by the continuing trustees. There are no custodian trustees.

Section 3. Activities and Achievements

The Trust

The Trust is committed to providing Christian support for schools. Funds are provided by gifts from churches and individual supporters, mainly from the Stockport area.

Our mission is:

- sharing the relevance of Jesus Christ with young people
- striving for excellence in Religious Education
- encouraging Christians to make a difference

Founded in 1993, in association with Scripture Union, the work has developed and multiplied. Support is currently being given to primary and secondary schools, local education authorities and churches of all denominations.

Secondary Schools

The main focus of the Trust continues to be the work in Stockport secondary schools.

Sue Mayo has completed a second year of work in Stockport Secondary Schools. The main focus of her work has been the cluster group of schools in the west of the borough. Here Sue has given extensive support with the Christian groups and assemblies. She has been involved in a pastoral role in one school and helped and advised with the dramatic production at that school. This has facilitated the building of strong links with both staff and students. Sue has also visited other Stockport secondary schools to take assemblies, teach RE lessons and offer help with Christian groups.

In September 2003 Andrew Phillips began working part time for the Trust. Andrew's work concentrated on three secondary schools in the north and central areas of Stockport. He has been invited to contribute to both assemblies and RE lessons and he has re-established the Christian groups in these schools. Both Sue and Andrew have continued to work with volunteers and church youth workers in running school Christian groups.

Two new initiatives have been developed to help build a stronger relationship with young people. A small group of students went on a residential holiday. This proved very effective in the spiritual development of the young people. Sue and Andrew also organised two evening events with Christian bands and DJs that were open to any young people in the borough. The evenings have been well supported and a team of volunteers helped with the practical arrangements.

During the year Kate Clements, who works one day a week on a volunteer basis with the Trust, has visited most of the primary schools in the catchment area of one of the secondary schools. Kate has presented the stories of the Bible using Bible Explorer material. This has been well received by those schools that have welcome Kate and Sue to speak with the year 6 children about moving on to secondary school. They were able to distribute the Scripture Union publication 'It's Your Move'.

The Trustees continue to seek to increase the amount of work done in both secondary and primary schools by increasing the paid staff and continuing to support a team of volunteers.

In the forthcoming year, the Trustees are looking at ways that Sue can be more involved in encouraging churches to be involved in their local schools.

Primary Vision

The Trust enjoys a good working relationship with the Local Education Authority and its Advisor for Religious Education. The Primary Vision scheme of work has been identified as a major resource in the revised syllabus for teaching Religious Education in primary schools, which was launched in March 2004.

The updated Primary Vision resources are also available on our web site.

Development Work

Audrey Bomford retired from her part-time work for the Trust at the end of May 2004. Up to that time, Audrey had continued to be involved in local primary schools. The assembly outlines and resources that she has written have been added to the web site.

A new course, 'Being a School Helper', was developed and run by Audrey. Ten students completed the first four-week course.

The once-a-term prayer meeting has continued with Audrey taking responsibility for leading this meeting. It has been held at various churches around the borough to encourage support from those areas.

Internet Resources

The Christians in Schools Trust web site (www.cist.org.uk), was originally launched in September 2000. In June 2004 it was extended with further lessons, resources, subject maps and assembly outlines to link the lessons to the latest revision Stockport syllabus.

Currently about 75% of users reference the lessons resources and the other 25% reference the assembly resources. We average over 300 visitors and around 20,000 page requests each day.

Trustees Meetings

The Trustees met together on six occasions during the year to conduct the business of the Trust. They also met with the Development Group on seven occasions during the year to receive reports and to plan future activities and develop the work of the Trust.

Income 2003-4

Gifts received during this eleventh full year of operation have fallen short of the expenses incurred resulting in a decrease in the reserves by about £7,000. Both church group and personal gifts have increased resulting in an increase of income by over £5,000. During 2004-5 we will seek an increase in funds from our supporters to fund the extra staff and activities that we will be supporting.

The income from the provision of Primary Vision services is now small as most users take the material directly from our web site.

Expenditure 2003-4

The expenditure on salaries and staff expenses for the year increased as we received a full year of active work from our staff. We also made a payment of £750 to Mark Hamill for his consultancy work in connection with updating the Primary Vision resource.

Expenditure on administration (less than 2% of total expenditure) increased mainly because of the purchase of computer payroll software. We hope to recoup this cost in 2005 through a rebate from the Inland Revenue for filing tax returns on-line.

Budget for 2004-5

We start the new year with an adequate working balance but income will need to increase during the year. We estimate that the expenditure for the year 2004-5 will be about £52,000, an increase of about £7,000, and £14,000 more than the receipts during 2003-4. If there is no increase in gifts for the work then our reserves will drop to £12,000 which is about three months operating expenses and is below the minimum acceptable level to enable us to maintain the work.

Examination of Accounts

The Trustees express their gratitude to the Honorary Independent Examiner, Mrs Denise Wright, for examining the Trusts financial affairs.

Section 4. Policies

Reserves policy

One to two months expenditure is normally held in the current bank account. The remaining reserves are held in an interest-bearing instant access savings account. We need to have about six months reserves in total.

Capital expenditure policy

Items of capital expenditure costing over £500 that have been bought for the use of the Trust and its employees are treated as investment assets and are normally depreciated in four equal annual steps of 25%.

Grant-making policy

The Trust does not normally make grants. A specific decision of the Trustees, following appropriate enquiries, is necessary before a grant could be made.

Investments selection policy

The Trust seeks funds to support its current programme. It does not currently have any long-term investments.

Review of major risks

Major risks are reviewed at Trustee meetings. Systems designed to mitigate significant risks are introduced as necessary.

The Trustees continue to review and develop our policies regarding the selection of volunteers. During 2003-04 the Trustees have begun to work on an Ethos Statement for the Trust.

Section 5. Signature and Declaration

Declaration

I declare, in my capacity of charity trustee, that:

- the trustees have approved the report above: and
- have authorised me to sign it on their behalf.

Mr Philip Clarke
Chairman of Trustees
141 Dialstone Lane
Offerton
Stockport, Cheshire SK2 6AU

Signature:

Date:

Independent Examiner's Report on the Accounts

I report to the Trustees of Christians in Schools Trust on the accounts for the year ended 31st July 2004 as set out on pages 2 to 4 of this report.

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 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 43(34)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

Basis of the Independent Examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

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 respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave 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.

Mrs Denise Wright

Signature:

1 Old Pasture Close
Offerton
Stockport, Cheshire
SK2 5EG

Date: