

B R I D G E B U I L D E R
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**Report of the Trustees
and Financial Statements
for the year ended 30th June 2008**

(Charity Registration No. 1008157)



**Report of the Trustees and Financial Statements
for the year ended 30th June 2008**

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Report of the Trustees and Financial Statements for the year ended 30th June 2008

The Trustees are pleased to present their report, with the independently examined financial statements of the charity, for the year ended 30th June 2008.

Section1 **Reference and Administrative Details of the Charity, its Trustees and Advisors**

1.1 **Registered Name**

The Bridgebuilder Trust registered as a Charity on 13th February 1992.
(Charity Registration No 1008157.)

1.2 **Registered Office**

Bridge House
1 Second Avenue
Denbigh West
Bletchley
Milton Keynes
MK1 1ED

1.3 **Trustees**

Trustees serving during the year and since the year end are as follows:

Rev Duncan Barnes - Resigned 30 June 2008
Mr Stephen Dunham (Secretary) - Appointed 28 January 2008
Rev Beverley Hollins – Appointed 30 June 2008
Mr Christopher Holmwood (Chairperson)
Rev Andrew Jowitt
Mrs Yvonne Lingard – Resigned 13 October 2008
Mrs Angela Miller
Dr David Ormerod (Treasurer)



1.4 Relevant Organisations

a: Independent Examiner:

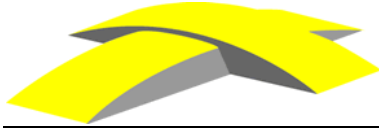
Mr Graham Smith FCA,
70 Ashpole Furlong,
Loughton,
Milton Keynes,
MK5 8DX

b: Bankers:

HSBC
53 High Street
Newport Pagnell
Milton Keynes
MK16 8AU

c: Insurers:

Ecclesiastical Insurance Group plc,
Montpellier House, Montpellier,
Gloucester,
GL1 1LF.



Section 2 Structure, Governance and Management

2.1 Governing Document

The Bridgebuilder Trust is governed by its Trust Deed dated 22nd August 1991

2.2 Recruitment and Appointment of Trustees

The Governing Document provides that Trustees may invite new Trustees to fill vacancies who will be subject to approval by all the existing members of the Board of Trustees.

2.3 Policies and Procedures for Trustee Induction and Training

New Trustees undergo an induction process and are encouraged to attend appropriate external training courses to facilitate the undertaking of their role.

The Trustees hold four full meetings a year and each Trustee serves on one of the following sub-groups:- Ministry Development; Finance; Personnel; Promotion and Events; Communications. Each sub-group has a chair person appointed annually and reports back to the full trustee meetings on a regular basis.

The charity is an associate member of Scripture Union Schools Ministries.

Section 3 Objectives and Activities

The object of the Charity as stated in the Trust Deed is the advancement of the Christian Faith among young people in the Milton Keynes area particularly in schools working in conjunction with the local churches.

The main activities to further these objectives have been for the charity's schools workers and volunteers to visit local schools taking assemblies, assisting with religious education lessons and supporting school Christian groups and providing advice and support to staff and pupils. The charity has established a well respected schools ministry in the Milton Keynes area and runs several programmes in addition to this during the year:

- **Biblos** is offered to year 5 & 6 children and seeks to present the Bible in an exciting and creative way. Bridgebuilder Trust is able to offer teachers a Biblos Resource Pack For Classroom Use, based on lesson plans and activities presented by Volunteer Schools Workers.
- **JesusQuest** is a morning's programme of varied activities for year 4 children, taking place once a month in different MK primary schools. JesusQuest provides children with an opportunity to focus on Jesus and why He is special, through different hands-on activities



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- **Lifepath** took place over 2 days in May and over 400 primary aged children came to experience and learn about the lifepath of John Newton in Olney, where he was once curate of the parish church. Over 80 volunteers were involved in planning and running the event. Lifepath Elstow, following on from the success of Olney, will focus on the lifepath of John Bunyon (writer of Pilgrim's Progress) in 2009.
- **Christmas Cracked & Easter Cracked** are designed for year 6 children and tell the true meaning of Christmas & Easter. Christmas Cracked involved 24 schools and Easter Cracked 23 schools, with both attracting over 1000 children each.
- **Emulate** was officially launched in January 2008 and aims to assist young people to run a Christian Union programme for others in their school. The core group in each CU is trained in mentoring and team building. The planning group involved representatives from 7 MK schools, and as at the end of summer term 2008 there were 5 Emulates running across the city.
- **Synergy** takes place 4 times per year, supported by Bridgebuilder, where young people run a two-hour evening event on a Sunday for their peers to enjoy.
- **Open Mic Nights** provide a forum for young people to show their talent in the form of singing, dancing or whatever acting skills they can do. The first of these nights took place in June 2008 with more planned.

Bridgebuilder Trust offers primary schools in Milton Keynes a short-term project focusing on children 'moving on up' to secondary school. The Trust recruits a **Moving On Up Schools Education Team (M.O.U.S.E. Team)** made up of Christian young people (min. age 16), university students or other adults, who can give up to five weeks voluntary work with the M.O.U.S.E. Team. The Team provides a 'road-show' style presentation to Year 6 children during mid-June to mid-July, and many are involved in leading the follow-up Scripture Union "It's Your Move" holiday.

The latest MOUSE team visited 34 schools and presented the life of Jonah, using some of the situations he faced in his life as a parallel to moving up to secondary school.



Section 4 Financial Review

4.1 Overview of Bridgebuilder Trust's Financial Position at 30 June 2008

The accounts have been prepared on an accruals basis, which is consistent with the 2007 accounts. The main source of income comes from donations from individuals and churches with nearly 55% of total voluntary income coming from individual donors. The fundraising activities are all conducted by volunteers and this year fundraising income increased by £6,491. A major effort was made by a small group of volunteers.

The charity has a restricted fund, which represents a grant of £12,000 from the Youth Bank Fund. Bridgebuilder Trust has been planning on setting up some 'Open Mic Nights – Live 'n' Loud' where young people can show their talent in the form of singing, dancing or whatever acting skills they can do – but there was a need for some money to create them; and also a need for money to realise a vision for a 'youth room' at Bridge House. The application was completed and presented by young people, the first Open Mic Night took place in late June 2008, and work began on the youth room over the summer of 2008.

The main expenditure of the charity relates to the salary costs for the two and a half full time staff who are involved in the schools ministry; the administration of the charity is conducted by volunteers with a part time paid office manager.

4.2 Funds

Monies given for a specific purpose are treated as restricted funds, with any residue retained under the terms of the original grant. The financial statements indicate that there are no funds in deficit.

4.3 Reserves Policy

The Trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately one and half months of unrestricted charitable expenditure. The current free reserves figure is set at £14,000 and the equivalent level of actual charitable expenditure for 2008 is £12,598 (3/24 of £100,788). The actual free reserves at 30 June 2008 were £20,026 (Total funds of £22,157 less Fixed Assets of £2,131) which is in the excess of the current reserves policy requirement of £14,000.



Section 5 Plans for the Future

The Trustees intend for the Trust to carry on working in all schools, sharing the Christian Faith among the young people of Milton Keynes working in close conjunction with local churches.

Section 6 Statement of Trustees' Responsibilities

The Trustees are required to prepare financial statements for each year 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 its' result for that period. In preparing those statements the Trustees are required to:

- select appropriate accounting policies and apply them consistently
- make judgements that are reasonable and prudent
- prepare the financial statements on a going concern basis

The Trustees are responsible for ensuring that the Charity keeps adequate accounting records to disclose reasonable accuracy of the financial statements and to safeguard any assets of the Charity, taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that so far as they are aware, there is no relevant information which the Charity's independent Examiner is unaware of.

Section 7 Independent Examiner

A resolution will be passed at the Annual General Meeting that Mr Graham Smith be reappointed as Independent Examiner for the 2008 / 9 financial period.

This report has been prepared in accordance with the Charities Statement of Recommended Practice 2005, 'Accounting and Reporting by Charities' published in March 2005.

Signed on behalf of the Trustees.

**Mr Christopher Holmwood
Chair, Bridgebuilder Trust**

Date:



**Report of the Trustees and Financial Statements
for the year ended 30th June 2008**

Statement of Financial Activities for the Year Ended 30th June 2008

	Unrestricted Funds £	Restricted Funds £	Total 2008 £	Total 2007 £
<u>Incoming Resources</u>				
Incoming Resources from Generated Funds:				
Voluntary Income:				
Church Gifts	27,943	0	27,943	25,479
Individual Gifts	48,683	0	48,683	48,762
Other Gifts	1,701	0	1,701	1,160
Income Tax Recovered	11,157	0	11,157	11,971
Activities for Generating Funds:				
Office Income	479	0	479	917
Other Fundraising Activities	8,411	0	8,411	1,920
Investment Income:				
Interest	879	0	879	787
Incoming Resources from Charitable Activities:				
School Activities	2,371	0	2,371	3,722
Grants	1 620	12,000	12,620	2,310
Total Incoming Resources	102,244	12,000	114,244	97,028
<u>Resources Expended</u>				
Costs of Generating Funds:				
Fundraising costs	194	0	194	186
Total Costs of Activities	194	0	194	186
Charitable Activities				
Schools Ministry Outreach	2 100,788	346	101,134	96,941
Governance Costs	553	0	553	548
Total Resources Expended	101,535	346	101,881	97,675
Net Incoming/(Outgoing) Resources	709	11,654	12,363	(647)
Balance Brought Forward 1st July 2007	21,448	0	21,448	22,095
Balance Carried Forward 30th June 2008	22,157	11,654	33,811	21,448



**Report of the Trustees and Financial Statements
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Balance Sheet as at 30th June 2008

		Unrestricted Funds £	Restricted Funds £	Total 2008 £	Total 2007 £
Fixed Assets					
Office Equipment	3	2,131	0	2,131	1,818
Total Fixed Assets		2,131	0	2,131	1,818
Current Assets					
Current Account		5,108	5,654	10,762	6,539
Business Reserve Account		15,000	6,000	21,000	14,000
Cash		74	0	74	66
Debtors & Prepayments		2,532	0	2,532	1,764
Total Current Assets		22,714	11,654	34,368	22,369
Total Assets		24,845	11,654	36,499	24,187
Liabilities					
Creditors	4	(2,688)	0	(2,688)	(2,739)
Total Liabilities		(2,688)	0	(2,688)	(2,739)
Net Assets		22,157	11,654	33,811	21,448
Funds		22,157	11,654	33,811	21,448
Total Funds		22,157	11,654	33,811	21,448

Approved by Trustees on:

Signed:

**Chris Holmwood
Chairperson**



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Notes to the Accounts

Accounting policies

In preparing the accounts the following accounting policies have been complied with:

- A) The accounts have been prepared on the historic cost convention in accordance with applicable accounting standards, the Charities SORP 2005 and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993.
- B) All incoming resources are recognised when due except for donations and other gifts which are recognised on receipt. All resources expended are recognised when they fall due and all incoming and outgoing resources are shown gross.

1. Grants

	2008	2007
	£	£
Youth Bank Fund-Restricted	12,000	0
General Grants	620	2,310
	<u>12,620</u>	<u>2,310</u>

2. Schools Ministry Outreach

	2008	2007
	£	£
Employees Costs - Note 5	77,397	71,331
Staff Travel	1,917	2,163
Staff Recruitment	394	851
Conferences & Training	585	1,040
Ministry Resources	647	679
Volunteer Expenses	1,002	724
School Activities	954	3,722
Rent, Insurance & Office Costs	15,218	14,344
Depreciation	923	550
Subscriptions, Donations, Room Hire, Publicity & Payroll	497	511
Communication Team Mailshots	1,254	1,026
	<u>100,788</u>	<u>96,941</u>



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3. Office Equipment

The office equipment shown is included at cost less accumulated depreciation and the charity has no other fixed assets.

	2008	2007
	£	£
Cost as at 1 st July	1,818	2,368
Additions	1,236	0
Depreciation	923	550
Net Book Value	2,131	1,818

4. Creditors

	2008	2007
	£	£
Accrued Staff Expenses	282	467
HMRC PAYE / National Insurance	2,112	1,740
Accrued Office Expenses	294	532
	2,688	2,739

5. Analysis of employee costs:

	2008	2007
	£	£
Gross Salaries	65,257	60,327
National Insurance – Employers	5,881	5,294
Pensions	6,259	5,710
	77,397	71,331

No employee earned more than £60,000 and the average number of employees during the year 2008 was 3.5 (2007 3.5).

A number of volunteers have supported the charity through the year in respect of schools ministry, fundraising and administration and no financial value has been included in these Accounts for their work. Without their valuable commitment and support the charity would not be able to work at the current level of operation.

Trustee Expenses

During this year the charity did not pay any expenses to the Trustees.