

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358



Annual Report and Accounts

for the year ended 31st March 2022

Annual Report prepared by

Michael Bastable, Trustee

Assisted by Ian Kemble Director of Schools Work

Accounts prepared by

Peter Embling, Treasurer

Approved by the Trustees and signed on their behalf by:

M. Bastable 27/06/2022

Michael Bastable

Trustee

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

Trustees	Kevin Gilderson (Chair) resigned 16 June 2022 Sally McMahon Christine Drew Joan Dewhirst Mick Bastable Geoffrey Fair
Address	C/O Shenfield School Alexander Lane Shenfield Brentwood CM15 8RY
Independent Examiner	Nicholas Tavener
Bankers	Lloyds Nationwide Hampshire Trust Bank

In this report:

Brentwood Schools Christian Worker Trust, Charity Reference Number 1005207 is referred to as BSCWT.

Brentwood Schools Christian Worker Trust, Charity Reference Number 1172358 is referred to as BSCWT CIO.

This set of accounts is for BSCWT CIO.

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The Trustees have pleasure in submitting the Report and Accounts for the period ending 31 March 2022. The Trustees have had regard to the Charity Commission's Public Benefit Guidance published in December 2008.

Objects of BSCWT CIO

BSCWT CIO is a Charitable Incorporated Organisation governed by its constitution. It is a Local Mission Partner of Scripture Union. We are supported by churches in the Brentwood area, 21 of whom have signed an agreement to support and have assented to the Basis of Faith of the Trust.

The Object of the CIO is, for the public benefit, to advance the Christian faith in Brentwood and other areas, in accordance with the Statement of Faith, by teaching and promoting the Christian faith in schools and other educational institutions or establishments and in such other ways as the Charity Trustees shall think fit.

Our mission is to serve school communities by providing Christian learning and support. This includes providing lessons, pastoral care, assemblies, lunch time groups and prayer spaces, and developing positive relationships with the schools and pupils we serve. We also encourage local churches to become more involved in their local schools.

Our Core Values are:

1. A relational approach
2. A prayerful spirit
3. A servant heart.

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

Organisational structure and management

BSCWT CIO is administered by its Trustees, elected at Trustee meetings. We seek to be as representative of the local church community as possible. The Trustees meet bi-monthly and are responsible for the strategic direction, legal and financial affairs of the Trust.

During this period, Kevin Rayfield and Adrian McConnaughie have resigned as Trustees. Kevin Gilderson resigned as the chair of Trustees and as a Trustee after the end of the Trust's financial year in June 2022.

In line with Charity Commission guidelines, the Trustees ensure that the Trust has a Reserves Policy to cover its legal liabilities should the CIO be wound up. During this period, the Trustees had agreed a reserve of £44,000. This would enable the payment of wage bills based on notice periods, national insurance, pension and redundancies as well as rent and other known expenses. This requirement to retain these amounts has been met in 2021/22. This financial year has again been one of considerable change with the effects of the Covid 19 restrictions still having an impact on large areas of the Trust's activities. As stated above, the Trustees have continued to meet bi-monthly but again for the whole of this period this has been by conference calls (zoom meetings). Our team have now begun to return in person to many schools to take assemblies. During the Christmas period nine different schools attended the 'Christmas Wonder' project in local churches. We have also just managed to present our Love Easter project with twelve primary schools in local churches. Some schools are still not operating as they did previously with assemblies not being run in large groups. The Trust has continued to provide video assemblies for some schools. Some lunchtime clubs have now begun again and the Trust is preparing to restart more in the near future, dependent on having sufficient numbers of volunteers to help. One area which has seen a growth in the Trust's work during this period is the demand for pastoral support where the Trust has managed to continue to support schools. We are pleased that funding from the Mulberry Trust has allowed this pastoral work to continue.

While the Trust currently has a healthy level of assets it continues to run a negative operational budget with our regular payments exceeding our regular receipts. The difference being effectively covered by transfers from the legacies and a large gift from a local church that we have received in the last few years. These legacies and the large gift are held in one unrestricted fund and money transferred from this fund to the general fund throughout the year as agreed in the budget to cover the projected deficit. The Trustees continue to regularly monitor these transfers and the depletion of the fund.

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

Total receipts this year are still running at about the same level as in the last two years, i.e. during the pandemic, which is about 73% of the pre-pandemic levels in 2018/19. This is largely due to individual and church giving being down on pre-pandemic levels. With further pressures on household budgets the Trustees do not see any increase in regular giving during the next financial year. The Trustees have therefore budgeted for a similar level of regular giving for 2022/23.

Office move

After seven years at our current offices at Shenfield High School the Trust will be moving in the Summer of 2022. The Trust is currently investigating suitable accommodation in the area with the aim of moving in July 2022. The Trustees have made provision in the 2022/23 budget for costs associated with the move and for a projected increase in rent for the new offices.

Strategic Planning Group

As stated in last year's annual report Trustees established a Strategic Planning Group to make recommendations for the future work of the Trust as a result of Covid 19 and other changes that have occurred in the last few years, including the provision of a substantial gift over three years from a local Charity.

The group has completed its work and have made recommendations to the Trustees. These recommendations have been discussed by the Trustees and are now being discussed with the BSCWT Director and Staff members. However, the following actions have been agreed and will be implemented early in the next financial year.

1. Salary review and benchmarking

A comprehensive salary review and benchmarking against similar advertised positions was undertaken and recommendations made to adjust the staff pay scales. This has been agreed by Trustees and will be implemented in April 2022.

2. Laptops for all staff

The provision of laptops for all seven staff will be progressed and supplied in March / April 2022. This will allow greater flexibility, efficiency, and versatility, allowing staff to work from home, when considered beneficial. This would also allow staff to take laptops into schools when presenting giving greater versatility and professional presentations.

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

3. Video making equipment AND/OR Video making external expertise.

The staff are still producing videos for those schools which have not returned to larger groups for assemblies. The use of videos in other areas is also considered something which is likely to continue even after the Covid pandemic is over. During the lockdown the use of videos proved an effective way of reaching our supporters both individual and in churches. In fact, the videos allowed more churches to receive updates on the Trust's work than we would ever be able to reach with visits. We are very grateful to the staff who during the last 18 months / 2 years have produced videos with equipment which they already had available or have managed to put together. However, it is recognized this is not an ideal situation and that dedicated video equipment is required for staff to continue to produce videos. It is proposed to provide specialized video making equipment and / or video making external expertise.

We thank all our many donors for their financial support this year and for ongoing prayer. Without your prayers and financial support, the team would not be able to carry out as large a Christian witness in the schools of Brentwood.

We also want to thank our staff for all their efforts during this difficult period as they looked to recover, reflect on, and rebuild the work.

The Trustees would also like to thank the Associate Workers (AW) who have continued to support the Trust during this period. We are aware that there have been significant changes to the team during the past 2 years. Without the support of AW's, the Trust would not be able to deliver many of the projects that we run in so many schools.

Review of Activities

The year from 1st April 2021 to 31st March 2022 was, for many people and organisations, a year of transition as the world emerged from the Covid-19 pandemic. In our work serving schools, the summer term of 2021 saw us continuing to provide digital resources to schools as well as beginning to go back into schools to provide pastoral support. From September 2021 onwards, we were able to return to schools much more fully, in person, to provide assemblies, lessons, clubs and prayer spaces. It has been a period of rebuilding, recovering and reflecting as we continue to move forward.

Assemblies



Image from our "Power to Go" assembly video

During the summer term of 2021, we continued to provide videos and follow-up resources for schools to use in 'virtual' assemblies, with pupils continuing to gather in classrooms instead of school halls. For primary schools, we covered the themes "Power to Love" and "Power to Go" and we supplied various additional "Bible Story Bites" videos which schools could use. For secondary schools, we supplied videos on the themes of "Success", "Positivity" and "Wisdom".

In the autumn term of 2021, with the lifting of many Covid-related restrictions, most schools seemed glad to be able to return to full assemblies again and our team was pleased to be welcomed back very warmly into many schools. It has been great to interact face-to-face with pupils in assemblies once again. In the autumn 2021 and spring 2022 terms, we delivered over 100 assemblies in total. Our assembly themes for primary schools have included "The amazing world we live in", "What happens when we mess up?", "The apostle Peter's call to follow Jesus" and "Peter walks on water". In secondary schools, our themes have included "Resilience", "Advent Generosity", "Learning from mistakes" and "How important is it to have a mission in life?" One teacher said to us: "I love your assemblies - they're always so uplifting!"

"I love your assemblies – they're always so uplifting!"

Pupil support

In these times of great anxiety and difficulty, our pupil support work has perhaps never been as important as it has been over the past year. Following the Covid 'lockdowns', this element of our work was the first one of BSCWT's core activities for which we were invited back into schools as they opened up again.

Our team of Chaplains has had the privilege of providing a listening ear to nearly 100 pupils through one-to-one sessions in 7 schools, including two specialist schools, as well as running 17 sessions of Scripture Union's "Rooted" course which helps small groups of pupils to explore issues including identity, emotions, self-worth and friendships. In addition, we were able to provide specific pastoral support to many pupils in a secondary school following the sudden death of a student. One pupil told one of our Chaplains: "It's good to talk to you because no-one listens to me at home."

"It's good to talk to you because no one listens to me at home."

Clubs

Again, due to Covid-related restrictions, it was not possible for us to run any of our lunchtime clubs in the summer term of 2021, but we were able to start, or restart, three lunchtime clubs in the autumn 2021 and spring 2022 terms: a primary school "Bible Club", our brand new "Wonder Space" club at one secondary school, and supporting a sixth form student to lead a secondary school Christian Union group. These clubs are open to all and provide opportunities for pupils to develop spiritually and find out more about Christian faith. We plan to start more clubs in the near future, dependent upon being able to find new volunteers to join our team of Associate Workers.

Lessons, Projects and Prayer Spaces



As in 2020, the summer of 2021 saw us provide to schools a digital version of our "It's Your Move" project, including videos, worksheets and a teacher's guide, all designed to help Year 6 pupils prepare for the transition to secondary school. Accompanying the lesson resources, we are grateful to local churches who

enabled us to purchase and give out more than 900 copies of Scripture Union's "It's Your Move" book as an extra gift to help the Year 6 pupils.

"What you provide for our children is so valuable, and even more so in present times."

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

One parent told us: "What you provide for our children is so valuable, and even more so in present times." Also in the summer term of 2021, we made available to schools a digital version of our "Fantasy vs Reality" lesson, designed to help older secondary school students consider the impact of pornography.

With restrictions lifting in the autumn of 2021, we were able to make tentative plans to offer more in-person lessons and prayer space projects to schools. Two members of our team spent time with 50 Year 12 students, answering their questions about Christian faith. In the latter part of the term, we were delighted (despite a couple of schools cancelling due to Covid outbreaks) to be able to deliver 13 sessions of our newly-created "Christmas Wonder" prayer space project to nearly 400 pupils from 9 primary schools, hosted at 5 different churches.

"I liked all of it... I thought things about Christmas that I'd never thought before."

This provided pupils with the opportunity to engage with the story of Jesus' birth in a reflective way, thinking about how aspects of the story might apply to their own lives. One pupil said: "I liked all of it, the peace and the calm and the chance to really think about Christmas. I thought things about Christmas that I'd never thought before." As in 2020, digital versions of our "Christmas Unwrapped" and "Darkness to Light" projects were also made available to primary schools.

Similarly, in the spring term of 2022, we had the privilege of delivering 16 sessions of our new "Love Easter" prayer space project to nearly 500 pupils from 12 primary schools, hosted at 6 different churches. Through this, pupils had the opportunity to reflect on the Biblical story of Jesus' death and resurrection and to think about how aspects of this story might apply to their own lives. As in the previous year, we also made digital versions of our "Easter Cracked" and "Sadness to Joy" projects available to primary schools.



And finally...

An important part of our work is to pray for our local schools and we have continued to do that in many ways, including our weekly Team Prayer Meetings. We have also encouraged our local churches to pray for schools, not least during Pray for Schools Fortnight (in May), on Back to School Sunday / Education Sunday (in September) and on Schools Work Sunday (in February). We have also continued to provide video updates about our work to local churches and have restarted visiting church services in person. Our termly newsletters, termly prayer calendars and weekly prayer updates provide further information to those who receive them.

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

We have been involved in regular inter-school information-sharing meetings and have continued to equip and support our team of staff and volunteers via termly "Quiet Mornings" and various training opportunities on topics including communication, mentoring, suicide, eating disorders and talking with young people about war.

We are immensely grateful to all our volunteers serving as Trustees, Associate Workers, Church Reps, Treasurers, Support Team members and Panel of Reference members. We are also hugely thankful for everyone who makes the continuation of this important work possible through their prayers and financial support. And, of course, our gratitude also goes to our devoted and hard-working staff. In September 2021, one of our Schools Workers, Rosie Graham, left our staff team to focus on her family and our thanks goes to her for all the brilliant work she did during her 4 years with BSCWT.

Last, but certainly not least, we thank God for continuing to sustain and guide us and for giving us so many wonderful opportunities to serve our local schools.

Ian Kemble, Director of Schools Work

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

REPORT OF TREASURER

Basis of the accounts:

These accounts have been prepared on a "receipts and payments" basis in accordance with section 133 of the Charities Act 2011.

Financial Review:

On 15th March 2017 a new CIO charity was set up namely Brentwood Schools Christian Worker Trust Charity Reference Number 1172358. These accounts refer to this charity.

Between 1st April 2021 and 31st March 2022, a number of donations were received by BSCWT, which were transferred to BSCWT CIO bank account.

General Fund receipts for BSCWT CIO 2021/22 were £70,084 and General Fund payments were £85,952 giving a net deficit of £15,868.

An amount of £46,179 was budgeted and transferred from the Legacy and Gifts Unrestricted Fund to the General Fund to cover the deficit.

An amount of £6,000 was used from the Mulberry Trust fund to cover the cost of various items including: Staff Salaries, Training Events for staff, Ticket and travel costs, Resources for Staff Activities.

The Current Assets are held in four separate bank accounts.

Lloyds current account for day to day receipts and payments.

Lloyds deposit account where surpluses from the current account are transferred and earn a small interest.

Nationwide 90-day account (where the Reserves Policy is kept).

Hampshire Trust Bank

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

Restricted Fund.

There is one Restricted Fund set up to manage donations made for specific purposes. Records are kept to confirm the money is spent on the specified purposes.

Mulberry Trust Restricted Fund

In 2018, 2019 and 2020 The Mulberry Trust generously provided a grant of £5,000 a year for 3 years to support the work in providing pastoral support and mentoring to vulnerable children and young people in schools.

In January 2021 The Mulberry Trust generously provided a grant of £6,000 a year for the next 3 years to continue supporting the work. The second instalment of £6,000 was received in November 2021.

The balance brought forward was £4,536 and the second payment of £6,000 was received in November 2021. £6,000 was used during this year for this purpose leaving a balance to be carried forward of £4,536.

Unrestricted Fund

Legacy and Gifts Unrestricted Fund

A balance of £78,897 was carried forward from 2020/2021. A gift of £50,000 was received from a local church during the year. £46,179 was transferred to the General Fund during the year leaving a balance carried forward of £82,718.

Legacy and large Gift Policy

Legacies and Gifts of £5,000 and above are held within either a Restricted or Unrestricted Fund. Legacies under £5,000 are put into General Fund unless there is a restriction to their use.

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

General Fund (Unrestricted)

	BSCWT CIO 2021/2022	BSCWT CIO 2020/2021	Notes to the accounts
Receipts			
Individuals	40,445	34,290	
Transfer of General Funds from BSCWT (Individuals)	836	916	
Churches	15,920	15,620	
Transfer of General Funds from BSCWT (Churches)	0	313	
Charitable Trusts	1,500	1,500	
Transfer of General Funds from BSCWT (Charitable Trusts)	1,500	1,500	
Other organisations	24	5	
Income Tax Recovered	6,320	5,220	
Income Tax Recovered from Previous Year	0	1,139	
Bank interest paid (Lloyds and Nationwide)	214	219	
Bank interest paid (HTB)	646	1,154	1
Amazon Smile donations	20	23	
It's your move contributions	1,559	933	
HMRC JRS Grant	1,100	8,203	
Total income	70,084	71,034	
Payments			
Office and Admin	3,939	3,339	
Staff salaries and pensions	76,682	81,516	
Staff activities	918	669	
Staff support and training	1,233	120	
Subscriptions and donations	629	759	
Equipment, computers, software and website	1,259	1,487	
Bank charges and Interest	112	100	
Professional fees	1,180	1,328	
Total payments	85,952	89,318	
Surplus / (Deficit)	(15,868)	(18,284)	
Transfer from unrestricted funds	46,179	35,280	
Surplus / (Deficit) after transfer of unrestricted funds	30,311	16,995	
Balance brought forward	96,344	79,349	
Balance at year end	126,655	96,344	

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

Summary of Restricted and Unrestricted funds

Mulberry Trust Restricted Fund

	BSCWT CIO 2021/2022	BSCWT CIO 2020/2021
Receipts	6,000	6,000
Staff training, Resources, Activities and Salaries payments	6,000	5,139
Surplus / (Deficit)	0	861
B/F balance	4,536	3,675
C/F balance	4,536	4,536

Legacy and Large Gifts Unrestricted Fund

Receipts	50,000	0
Payments	0	0
Surplus / (Deficit)	50,000	0
Transferred to General Fund	46,179	35,280
B/F Balance	78,897	114,177
C/F Balance	82,718	78,897

Summary of Receipts, Payments and Transfers in 2021/22

	General Fund	Mulberry Trust Fund	Legacy & Gifts Fund	Totals
Receipts	70,084	6,000	50,000	126,084
Payments	85,952	6,000	0	91,952
Surplus / (Deficit)	(15,868)	0	50,000	34,132
Transfers to G/F	46,179	0	(46,179)	0
B/F Balance	96,344	4,536	78,897	179,777
C/F Balance	126,655	4,536	82,718	213,909

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

Statement of Assets and Liabilities

	BSCWT CIO 2021/2022	BSCWT CIO 2020/2021
Assets		
Interest from Nationwide	29	16
Lloyds current account	10,237	6,121
Lloyds deposit account	33,644	13,641
Nationwide savings account	85,000	75,000
Hampshire Trust Bank	85,000	85,000
Total assets	213,910	166,137

Fixed Assets

BSCWT CIO owns computers and other equipment used in its work. The insured value of general contents is £25,331 and computer equipment is £12,012.

Reserves Policy

In line with Charity Commission guidelines the Trustees ensure that the Trust has a Reserves Policy to cover its legal liabilities should the CIO be wound up. The Trust retained an amount of £44,000 to enable the payment of wage bills based on notice years, national insurance, pension, redundancies as well as rent and other known expenses. This requirement was met.

Notes to the Accounts

1. Hampshire Trust Bank issue a statement in April confirming the interest earned from savings in the previous period.
2. No payments were made to the Trustees.

Brentwood Schools Christian Worker Trust

Registered Charity Number 1172358

Independent examiner's report to the trustees of

Brentwood Schools Christian Worker Trust (charity 1172358)

I report to the trustees on my examination of the accounts of the Brentwood Schools Christian Worker Trust (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or 2. the accounts do not accord with those records.

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.

Signed *Nicholas Tavener*

Name: Nicholas Tavener

Address: 15, Shenfield Place
Shenfield
Brentwood
Essex CM15 9AG

Date *27/06/2022*