

## RELATIONAL MISSION

# Report and Accounts

year ended 31 December 2014

**stewardship<sup>®</sup>**

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COMPANIES HOUSE

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COMPANIES HOUSE

## **RELATIONAL MISSION**

**FOR THE YEAR ENDED 31 DECEMBER 2014**

### **COMPANY INFORMATION**

<b>Directors/Trustees</b>	Robert Foreman Jonathan Beardon Andrew Warren Stuart Jones (Appointed 17 December 2014) Julia Miller (Appointed 17 December 2014) Michael Frisby (Appointed 17 December 2014)
<b>Company secretary</b>	James Taylor
<b>Governing Document</b>	Memorandum and Articles of Association Incorporated
<b>Company Registration Number</b>	8321315
<b>Charity Registration Number</b>	1150583
<b>Registered Office</b>	Jubilee Family Centre, Norwich Road Aylsham Norfolk NR11 6JG
<b>Independent Examiner</b>	Stephen Mathews FCA Stewardship 1 Lamb's Passage London EC1Y 8AB
<b>Bankers</b>	CAF Bank 25 King's Hill Avenue West Malling ME19 4IQ

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## RELATIONAL MISSION

### REPORT OF THE TRUSTEES / DIRECTORS FOR THE YEAR ENDED 31 DECEMBER 2014

The Trustees have pleasure in submitting the Report and Accounts for the year

#### **Objects of the charity**

Relational Mission is an incorporated charity controlled by its governing document dated the 6 December 2012. It was registered as a Charity on the 24 January 2013.

As detailed in this documentation the charity has 3 core charitable objects

3 1 to advance the Christian faith in accordance with the Statement of Beliefs in such parts of the United Kingdom and the world as the Trustees may from time to time think fit;

3 2 to relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind including through the provision of counselling and support in such parts of the United Kingdom and the world as the Trustees may from time to time think fit; and

3 3 to advance education in such ways and in such parts of the United Kingdom and the world as the Trustees may from time to time think fit

#### **Management & Governance Structure**

Primarily 3 Trustees have run Relational Mission over this period, each with differing backgrounds and expertise that can contribute to the delivery of the charity's objectives. Towards the end of the year to expand this expertise 3 additional Trustees were appointed

The policy and key operating decisions (i.e. budget setting, risk management) of the charity rest with the Trustees who meet regularly to monitor the activities of the charity. Day to day operation has been delegated to the apostolic / strategy Team (Led by Mike Betts) and implementation team

During the year, Relational Mission directly employed 7 staff (5 Full time equivalent). These staff alongside retained consultancy support and volunteers delivered the activities of the charity

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### **Review of Activities**

In order to achieve its stated charitable objectives, Relational Mission works with and through a family of churches to:

- support churches and their elders
- establish new churches
- work directly with or support projects helping the poor or those in hardship
- organise conferences to encourage and envision church leaders and individuals
- train and educate individuals for Christian service in the church and community
- write, publish and distribute various Christian materials in various forms

Relational Mission continues to relate to Newfrontiers in terms of apostolic leadership and is responsible for a family of approximately 75 churches including church plants in 17 nations across the world.

The period up to the 31st December 2014 has focused on strengthening the spine of operations for the Relational Mission charity, laying foundations for future activity as well as continuing to fortify relationships amongst churches and their leadership teams.

A key event in 2014 was the first Relational Mission Leadership Conference at which over 600 leaders from our family of churches gathered. Together we explored the theme of being a 'church for a broken world' and began to outline the journey we have together as we move forward.

Examples of the other activities carried out are:

- Strengthened the spine of Relational Mission operations through the employment of a number of staff and the expansion of the Trusteeship.
- Released a number of individuals to facilitate ministries amongst the family of churches, in areas including worship, children & youth, prophetic ministry, the workplace, evangelism and ministry to the poor.
- Undertaken research to establish an action plan for helping our family of churches reach the poor in their communities and create pathways from poverty.
- Launched a new Relational Mission website and communications infrastructure
- Helped establish church plants in Helsinki, Rotterdam & Calgary.
- Established a new training programme – HEAR, to help encourage prophetic ministry and help people hear from God
- Successfully delivered the first year of the revised leadership training programme – LEAD

- Delivered a number of events to build relationship and equip our churches and leaders:

- 2 days of Prayer & Equipping held twice in the UK, and once in the Netherlands and Canada

- Presence of God Tour finished off with 2 events in Mainland Europe

- Worship Conference

- Cluster leaders Forum

- Over £70,000 was raised in the year to support situations in Kenya & Ghana through the Christmas appeals.

- Development began on our 'ENOUGH' prayer initiative and Intentional Discipleship programmes ready for launch in 2015.

In planning the activities the Trustees have had regard to the guidance on public benefit issued by the Charity Commission in December 2008.

#### **Financial Review**

Relational Mission is financially dependent upon the donations made by supporting churches, grants from charitable trusts and income generated via events.

Relational Mission Trustees and team would like to thank all the churches and organisations that have supported the charity throughout the year

During the year Relational Mission had income of £463,256, £82,023 of which was for restricted purposes, i.e. Christmas appeal monies for Kenya & Ghana and grants received to help specific church plants.

Expended resources for the period were £418,456 in total of which £93,918 were restricted. At the end of 2014 Relational Mission had a surplus of £190,746 with £45,426 restricted.

While this is a significant surplus to carry forward, it has been established in preparation for the activity planned for 2015, which will draw significantly on these resources

In 2015, the charity will be seeking to refine its structure of operation and engagement so that a sustainable and multiplication based approach can be established for the long term.

Alongside the continuation of many of the activities facilitated in 2014, Relational Mission will be seeking to launch its major prayer initiative, ENOUGH, with the aim of gathering 1,000's of people to pray across our churches across the nations.

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### **Reserves & Investment Policy**

On an on going basis the Trustees consider the level of reserves they wish to retain, appropriate to the Charity's needs and circumstances. This is based on the charity's size and level of commitments held. The Trustees endeavour not to set aside funds unnecessarily.

The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. In doing this the Trustee's aim to make sure that the current budget forecast and reserves levels allow the charity to continue in operation for a rolling 12 month period. This is reviewed at a minimum at 2 points within the financial year.

Relational Mission has no investment policy as it currently does not intend to make any investments. This will be reviewed next year.

### **Grant Making Policy**

Relational Mission works with churches worldwide and where these contacts are able to fulfil the objectives of the charity more ably, or maintain closer working links with activities or projects, grants are sometimes provided. These are made following regular contact, budgetary control and adequate reporting.

### **Risk Statement**

The Trustees have and continue to review the major strategic, business and operational risks, which a small charity with few employees is likely to be exposed to. A framework has been established and procedures are in place to identify, monitor and review these risks on a regular basis.

All major insurable risks have been covered by the charity's insurance coverage. Contracts and associated risks are reviewed before being finalised to ensure they do not significantly impact (negatively) upon the charity's ability to fulfil its objectives.

### Trustee's Responsibilities

Charity law requires us as Directors to prepare financial statements for each accounting year which give a true and fair view of the state of the charity and of its income and expenditure for the year.

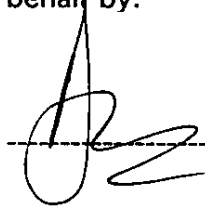
1. Select suitable accounting policies and apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

We are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable us to ensure that the financial statements comply with the Companies Act 2006.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

### Approval

This report was approved by the Trustees on 24<sup>th</sup> September 2015 and signed on their behalf by:

 (A. WARREN)

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF RELATIONAL MISSION**

I have examined the accounts for the year ended 31 December 2014 on pages 8 to 14 following which have been prepared on the basis of the accounting policies set out on page 10

**Respective Responsibilities of Directors/Trustees and Examiner**

The directors/trustees of the company are responsible for the preparation of accounts, they consider that the audit requirements under section 144 of the Charities Act 2011 do not apply but that an independent examination is needed. I have been appointed to conduct an Independent Examination required by section 145 of the Charities Act 2011 and to report in accordance with the regulations made under section 145 of that Act. It is my responsibility to examine the accounts, without performing an audit, and to report to the trustees

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- (1) examine the accounts under section 145 of the Charities Act 2011,
- (2) follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011,
- (3) state whether particular matters have come to my attention

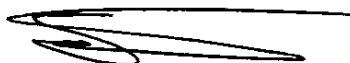
The charity's gross income exceeded £250,000 and I am qualified to undertake the examination

**Basis of Examiner's Statement**

This report is in respect of an examination carried out under section 145 of the Charities Act 2011, and 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 a review of the accounts and making such enquiries as are necessary for the purpose of this report. 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

**Examiner's Statement**

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, accounting records have not been kept in accordance with section 386 of the Companies Act 2006, or that the accounts presented do not accord with those records, or comply with the accounting requirements of section 396 of the Companies Act 2006. No matter has come to my notice in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts



Stephen Mathews FCA

For and on behalf of  
Stewardship  
1 Lamb's Passage  
London  
EC1Y 8AB

24 September 2015



**RELATIONAL MISSION**  
**Statement of Financial Activities**  
**FOR THE YEAR ENDED 31 DECEMBER 2014**

**Summary Income and Expenditure Account**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds					
Voluntary income	2a	325,080	82,023	407,103	143,666
Incoming resources from charitable activities	2b	56,034	-	56,034	7,647
Bank interest received		119	-	119	-
<b>Total Incoming Resources</b>		<b>381,233</b>	<b>82,023</b>	<b>463,256</b>	<b>151,313</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating voluntary income					
Charitable activities	3	322,678	93,918	416,596	231,116
Governance costs	4	1,860	-	1,860	2,140
<b>Total Resources Expended</b>		<b>324,538</b>	<b>93,918</b>	<b>418,456</b>	<b>233,256</b>
<b>Net Movement in Funds</b>		<b>56,695</b>	<b>(11,895)</b>	<b>44,800</b>	<b>(81,943)</b>
Transfers between funds					
Fund balances at 1 January 2014		88,643	57,321	145,964	227,907
<b>Fund balances at 31 December 2014</b>		<b>145,338</b>	<b>45,426</b>	<b>190,764</b>	<b>145,964</b>

Movements on reserves and all recognised gains and losses are shown above.

The notes on page 10-14 form part of these accounts

**RELATIONAL MISSION**  
**BALANCE SHEET**  
**AS AT 31 DECEMBER 2014**

	Note	Unrestricted Funds	Restricted Funds	2014 £	2013 £
<b>CURRENT ASSETS</b>					
Debtors	6	12,512	-	12,512	-
Cash at bank	7	163,108	45,426	208,535	204,650
		<u>175,620</u>	<u>45,426</u>	<u>221,046</u>	<u>204,650</u>
<b>CURRENT LIABILITIES</b>					
Liabilities falling due within one year	8	30,282	-	30,282	58,686
Net Current Assets		<u>145,338</u>	<u>45,426</u>	<u>190,764</u>	<u>145,964</u>
<b>NET ASSETS</b>					
		<u>145,338</u>	<u>45,426</u>	<u>190,764</u>	<u>145,964</u>
<b>FUND BALANCES</b>					
Unrestricted funds	9				
General Funds		93,263		93,263	88,643
Designated funds		52,075		52,075	-
Restricted Funds	9		45,426	45,426	57,321
		<u>145,338</u>	<u>45,426</u>	<u>190,764</u>	<u>145,964</u>

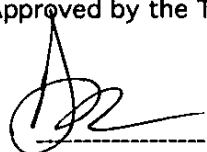
*For the year ended 31 December 2014, the company was entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.*

**Responsibilities of Trustees/Directors**

- a *The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act - however, in accordance with Section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report forms part of this document.*
- b. *The Trustees / Directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.*

*These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime*

Approved by the Trustees and signed on their behalf on the 21<sup>st</sup> September 2015 by

 (A. WARREN)

Company number: 8321315

Charity number: 1150583

The notes on pages 10-14 form part of these accounts

## RELATIONAL MISSION

### Notes to the Accounts FOR THE YEAR ENDED 31 DECEMBER 2014

#### 1 Accounting Policies

The accounts have been prepared under the historic cost convention, in accordance with applicable accounting standards and follow the Statement of Recommended Practice. Accounting by Charities 2005. The following are the accounting policies which have been applied in dealing with material items -

- a) Donated and grant income:  
Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to HM Revenue & Customs is grossed up for the tax recoverable. Any amount of tax reclaimed from HM Revenue & Customs but not yet received is shown within the charity's debtors.
- b) Other income and expenditure  
Events income and expenditure is taken into account when the event is completed. Investment income is taken into account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made. Grants payable are taken into account at the earlier of when they are paid or become constructive obligations. Grants for the support of mission projects are accounted for on the basis of support that relates to the financial year.
- c) Funds  
Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the Trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.
- d) Pension costs  
The company operates a defined contribution scheme for certain of its employees. Pension premiums are charged as they are paid.
- e) Taxation  
The company is a registered charity and is exempt from taxation under the Income & Corporation Taxes Acts.
- f) Cashflow statement  
The company has taken advantage of the exemption provided by the Financial Reporting Standard 1 and has not prepared a Cash Flow Statement for the year.

#### 2a Voluntary income

	Unrestricted Funds	Restricted Funds	Total 2014	Total 2013
	£	£	£	£
Gifts and donations	325,080	33,226	358,306	143,666
Conference special collections		45,287	45,287	-
Tax recoverable		3,510	3,510	-
	<u>325,080</u>	<u>82,023</u>	<u>407,103</u>	<u>143,666</u>

#### 2b Incoming resources from Chantable activity

Events	47,872	47,872	7,647
Training and other activities	8,161	8,161	-
	<u>56,034</u>	<u>-</u>	<u>7,647</u>

# RELATIONAL MISSION

## Notes to the Accounts FOR THE YEAR ENDED 31 DECEMBER 2014

### 3 Charitable activities

		Unrestricted Funds	Restricted Funds	Total 2014	Total 2013
		£	£	£	£
<b>a Direct Charitable Costs</b>					
Consultancy fees		95,064	333	95,396	81,926
Staff costs	Note 5	103,816	11,369	115,185	-
Events		39,388	445	39,833	25,092
Operation meetings		8,318	42	8,360	7,720
Travel & subsistence		31,946	3,022	34,968	27,835
Training		2,071		2,071	-
Grants payable	Note 3c	15,264	77,706	92,970	56,884
		<u>295,866</u>	<u>92,918</u>	<u>388,784</u>	<u>199,457</u>
<b>b Support &amp; Administration</b>		£	£	£	£
Office & admin		13,802	80	13,882	1,232
Marketing		13,010	921	13,930	30,427
		<u>26,811</u>	<u>1,001</u>	<u>27,812</u>	<u>31,659</u>
<b>Combined charitable activity cost</b>		<u>322,678</u>	<u>93,918</u>	<u>416,596</u>	<u>231,116</u>
<b>c Grants</b>		Institutions	Individuals	2014	2013
		£	£	£	£
Mission support		14,695	12,706	27,401	56,884
Relief of poverty		65,569	-	65,569	-
Educational grants		-	-	-	-
		<u>80,264</u>	<u>12,706</u>	<u>92,970</u>	<u>56,884</u>

The church supports mission work in the UK and internationally. Where a particular mission project has been supported by the church for a number of years, strict compliance with the Charities' Statement of Recommended Practice (SORP) may regard some arrangements as constituting constructive obligations such that future years' support is accounted for in these accounts as a liability. Whilst the support has no final end date in some cases, the charity assess mission funding on an annual basis and are confident that the missions would not view their support as an open ended obligations by the charity.

The main features of the grants made to institutions were:

Frontiers New National School, Accra, Ghana	£65,569
Grace Church Sweden	£2,000
Hope Church Borders	£5,000
John 3:16 Trust for evangelism	£5,000
Good News Church Serbia	£1,750

### 4 Governance costs

	Unrestricted Funds	Restricted Funds	Total 2014	Total 2013
	£	£	£	£
Accounts and examination	1,860	-	1,860	2,140
	<u>1,860</u>	<u>-</u>	<u>1,860</u>	<u>2,140</u>

## RELATIONAL MISSION

### Notes to the Accounts FOR THE YEAR ENDED 31 DECEMBER 2014

#### 5 Staff & Trustees

	2014
	£
Gross wages, salaries & benefits in kind	101,123
Employer's National Insurance costs	7,317
Pension costs	6,745
Total staff costs	<u>115,185</u>

The charity has 7 employed staff (5 full time equivalent) Its activities are generally carried out by volunteers  
No staff received salaries at a rate of more than £60,000 per annum

Andrew Warren, a Trustee, received £2,250 for work undertaken in finance consultancy for the charity not in his role as a Trustee, as authorised by the Trustee board and in accordance with the governing document

Julia Miller, a Trustee from 17 December 2014, received £11,766 for her work in researching and advising on the Pathways to Poverty project initiative and not in her role as a Trustee, as authorised by the Trustee board prior to the consideration of a trustee role and in accordance with the governing document

No other remuneration was paid to any trustee during the year nor to any person connected to them

#### 6 Debtors and Prepayments

	2014	2013
	£	£
Accrued income	12,512	-
	<u>12,512</u>	<u>-</u>

#### 7 Cash at Bank and in Hand

Bank operating accounts	179,740	197,002
Bank savings accounts	20,071	-
Paypal	8,724	7,648
	<u>208,535</u>	<u>204,650</u>

#### 8 Creditors: liabilities falling due within one year

Grant constructive obligations	-	20,000
Other trade creditors and accruals	29,844	38,686
Deferred Income	438	-
	<u>30,282</u>	<u>38,686</u>

## RELATIONAL MISSION

### Notes to the Accounts FOR THE YEAR ENDED 31 DECEMBER 2014

#### 9 Funds

##### Designated funds

The designated funds are unrestricted funds designated by the Trustees to allow for future expenditure on different projects of the charity and the movements in the year are as follows

	Opening balance £	Incoming resources £	Outgoing resources £	Transfers in the year £	Closing balance £
Leadership conference offering		45,287	(11,213)		34,075
Tithe fund				18,000	18,000
	-	45,287	(11,213)	18,000	52,075

At the 2014 Leadership Conference an offering was held to raise funds to further the mission and meet the charitable objectives of Relational Mission. The focus was to 'Invest with Us' with the funds to be used towards support training, church planting, raising up the next generation and supporting the poor (core aspects of the Relational Mission operation, not restricted in nature)

The Tithe fund is designated for the support of the work of other charities reflecting the aim of the charity to reflect generosity in sponsoring other Christian work around the world as well as the UK. The funds in 2014 are planned to support the work of Newfrontiers churches in Africa and the Pacific and are intended to be granted in 2015.

##### Restricted funds

The restricted funds represent amounts received for specific purposes and the movements in the year are as follows

	Opening balance £	Incoming resources £	Outgoing resources £	Transfers in the year £	Closing balance £
China church planting	3,162		(2,443)		719
Events	445		(445)		-
Gdansk church planting	3,000		(2,691)		309
Latvia church development	1,995				1,995
Lille church planting	9,602				9,602
Newfrontiers	3,000				3,000
Pathways for Poverty (pfp)	(171)	12,600	(1,296)		11,133
PfP Ghana Appeal	29,401	44,065	(73,218)		248
PfP Kenya Appeal	6,887		(3,800)		3,087
PfP Kenya Orphans appeal		15,332			15,332
Helsinki church planting		5,000	(5,000)		-
Serbia church planting		5,026	(5,026)		-
	57,321	82,023	(93,918)	0	45,426

## RELATIONAL MISSION

### Notes to the Accounts FOR THE YEAR ENDED 31 DECEMBER 2014

#### Pathways for poverty

Pathways from Poverty is an initiative of Relational Mission that seeks to empower people from across the world by offering them choices and creating pathways to enable them to escape from poverty. A key part of this activity is that a Christmas appeal is held most years to support an initiative in line with the PfP ethos.

#### PfP Ghana Appeal

The focus of this appeal was to raise funds to help extend and build a new 2 storey education block for the New Nation School in Accra, Ghana. This will help increase the capacity and number of children they can educate & release from poverty.

#### PfP Kenya Orphans Appeal

The focus of this appeal was to support the Community Empowerment Programme, in Meru, Kenya. The programme works with vulnerable children and orphans to provide education sponsorship, including school fees, uniforms and books, clothing, food and housing, medical care and nutritional supplements. For those orphaned by HIV or AIDS, counselling and mentorship are also provided.

The assets and liabilities represented by the various funds are as follows

	Bank & cash balances	Other net assets	Total
	£	£	£
Restricted funds	45,426	-	45,426
Unrestricted funds			
<i>Designated funds</i>	52,075	-	52,075
<i>General funds</i>	111,034	(17,771)	93,263
	<u>208,535</u>	<u>(17,771)</u>	<u>190,764</u>

#### 10 Events since the year end

No significant events to disclose

#### 11 Members

Each member of the company commits to contribute if the charity is wound up an amount of £10