

JOINT CHRISTIAN SCIENCE READING ROOM

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Joint Christian Science Reading Room UK

Trustees' Annual Report for the year ended 31 December 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Joint Christian Science Reading Room, whose contact address is 52-54 King's Road, Reading Berkshire RG1 3AA, is a registered charity number 1143776, and is governed by its Constitution adopted in February 2013 and last amended in June 2018.

The Trustees act as the Management Committee, which consists of up to ten persons elected annually by the members of the organisation from among their number. During the year to 31 December 2022 the Trustees were:

| | |
|------------------------|--------------------------------------|
| John Lardge (Chairman) | Joanna Bowley Laycock |
| Gay Bryant-Flatt | Edwin de Leon |
| Susan de Leon | Timothy Twinn (joined November 2022) |
| Susan Thomas | |

OBJECTIVES AND ACTIVITIES

As stated in the Constitution, the purpose of the Joint Christian Science Reading Room UK is the public promotion of the practical healing method known as Christian Science, in accordance with the Manual of The First Church of Christ, Scientist, in Boston, Massachusetts, USA. It carries this out under the Manual provisions of Article XXI concerning the operation of Reading Rooms. Under this provision it is listed in The Christian Science Journal as a Joint Christian Science Reading Room.

The main activity is the sale and distribution of 'Science and Health with Key to the Scriptures' by Mary Baker Eddy and other publications from the Christian Science Publishing Society. This is carried out through the UK Online Reading Room website, books, Christian Science magazines and other products ordered online are mailed to customers in the UK and abroad by the specialist stock-holding agency firm, My Warehouse. All the stock holding and sales management is handled by that firm.

The Online Christian Science Reading Room remained open during the lockdown periods in 2021 when other Christian Science Reading Rooms had to close. Being primarily web-based it continues to be open round the clock supporting Christian Science organisations and customers with sales and services.

The Trustees employ a salaried Librarian, Administrator, Technical Assistant and a Digital Services Manager to manage key functions of the charity. This includes operating the website and acting as an information centre for queries about Christian Science, its publications and activities, particularly in the UK.

The Trustees use various freelance persons and firms for website maintenance, development and management. General management functions are carried out voluntarily by Trustees and members.

The Trustees have continued to organise the live-streaming of Christian Science lectures and other events, including concerts, when requested by various Christian Science churches and with the approval of the lecturers concerned, who are all members of the Christian Science Board of Lectureship. Further top quality equipment was acquired in the year to extend the availability and reliability of live-streaming and to develop video-making for Christian Science events.

Joint Christian Science Reading Room UK

OBJECTIVES AND ACTIVITIES *continued*

Advice and support was also provided to many churches wishing to live stream their services during the time that services and meetings in buildings were not possible.

The Trustees also continued to offer expert assistance in creating and upgrading websites of individual Christian Science Churches in the UK

They also continued to offer the installation of remotely managed display screens for windows of Christian Science Reading Rooms. These high quality screens show revolving posters and notices of Christian Science information and activities.

PUBLIC BENEFIT

As information and activities of the Charity are clearly displayed on its website, and are available to the public, the Trustees are satisfied that they have fully complied with the Charity Commission guidance on public benefit.

FINANCIAL REVIEW

The financial affairs of the Charity for the year ended 31 December 2022 are shown in the attached Accounts, which have been prepared on a Receipts and Payments basis in accordance with Section 130 of the Charities Act 2011.

All donations and contributions to the funds are considered to be 'unrestricted' and are recorded as such in the Accounts.

The Trustees, having full consideration of the requirement for charities to hold Reserve Funds, consider that the level of funds at the end of the financial year are appropriate to meet current and future planned activities.

.....
(For and on behalf of the Trustees)

.....2023

Joint Christian Science Reading Room UK

INDEPENDENT EXAMINER'S REPORT

To the Members of the Joint Christian Science Reading Room UK

I report on the Accounts of the Charity, registered number 1143776 for the year ended 31 December 2022.

The Charity Trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the act, and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with 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 I do not express an audit opinion on the accounts.

In the course of my examination, no matter has come to my attention, which gives me reasonable cause to believe that in, any material respect, the Members have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Sarah R Hammond FFA
14 Watchet Lane
Holmer Green
BUCKINGHAMSHIRE HP15 6UA

.....2023

Joint Christian Science Reading Room UK

Closing Balances on Accounts

| | 2022 | 2022 | 2021 | 2021 |
|----------------------|--------|---------|---------|---------|
| | £ | | £ | |
| Bank Accounts | | | | |
| CAF Current Account | | | | |
| Movement in year | -107 | | | |
| Balance C/Fwd | | 1,121 | 1,014 | |
| CAF ORR | | | | |
| Movement in year | 191 | | | |
| Balance C/Fwd | | 1,107 | 1,298 | |
| CAF GOLD | | | | |
| Movement in year | 20,573 | | | |
| Balance C/Fwd | | 139,385 | 159,958 | |
| Stripe | -28 | 28 | | |
| PayPal | -79 | 80 | 0 | |
| | 0 | | 162,271 | |
| | | 141,721 | | 162,271 |

Joint Christian Science Reading Room UK

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2022

| | 2022 £ | 2021 £ |
|---|----------------|----------------|
| MONETARY ASSETS | | |
| Value of funds brought forward at 1.1.22 | 162,271 | 172,039 |
| Add | | |
| Surplus of income for year | -20,550 | -12,645 |
| Value of funds carried forward at 31.12.22 | <u>141,721</u> | <u>159,394</u> |

represented by:

Bank Accounts

| | | |
|-----------------------|----------------|----------------|
| CAF Gold Account | 139,385 | 157,458 |
| CAF Current Accounts | | |
| Joint CS Reading Room | 1,121 | 715 |
| On-Line Reading Room | 1,107 | 1,220 |
| PayPal Account | 80 | 1 |
| Stripe A/c | 28 | |
| | <u>141,721</u> | <u>159,394</u> |

OTHER ASSETS

| | | |
|--|---------------|---------------|
| Stock at cost (insured value 2021 £42,000; 2020 £40,000) | 18,644 | 25,968 |
| Display, Filming and Technical Equipment at insured value | 69,533 | 57,750 |
| Sales and Fees receivable | | |
| | <u>88,176</u> | <u>83,718</u> |

Approved by the Trustees on and signed on their behalf by

..... Trustee

..... Trustee

Joint Christian Science Reading Room UK
YEAR ENDED 31 DECEMBER 2022

RECEIPTS AND PAYMENTS ACCOUNTS

| | 2022 | 2021 | 2020 |
|--|----------------|----------------|----------------|
| | £ | £ | £ |
| <u>Online Reading Room Activity</u> | | | |
| Income: | | | |
| Online & Sundry other sales | 11,339 | 12,449 | 9,640 |
| Donations for Google Adwords | 155 | 315 | 380 |
| Donations from churches | 28,716 | 30,958 | 107,752 |
| Donations from disbanding or reorganising churches | | | |
| | 40,210 | 43,721 | 117,772 |
| Expenditure: | | | |
| Stock Purchases | 4,015 | 6,722 | 10,079 |
| Google AdWords | 0 | 15 | 523 |
| Employee salaries & employer costs | 50,253 | 29,886 | 12,952 |
| Social Media Fees | 1,813 | 924 | 2,045 |
| MyWarehouse Charges | 2,310 | 3,427 | 3,441 |
| Website & general running costs | 2,450 | 2,264 | 8,737 |
| Journal card & Other advertising | 344 | 317 | 457 |
| | 61,186 | 43,555 | 38,233 |
| SURPLUS / (Deficit) | -20,976 | 167 | 79,538 |
| <u>Livestreaming & Video Production of Events</u> | | | |
| Income: | | | |
| Donations from churches for streaming costs | 6,525 | 19,229 | 8,443 |
| Expenditure: | | | |
| Livestreaming expenditure | 12,353 | 19,581 | 24,090 |
| (DEFICIT) | -5,828 | -352 | -15,647 |
| <u>Website Design and Management for Churches</u> | | | |
| Income: | | | |
| Fees for website creation and management | 2,175 | 1,750 | 1,164 |
| Expenditure: | | | |
| Development costs | 634 | 864 | 698 |
| (DEFICIT) | 1,541 | 886 | 466 |
| <u>Reading Room remotely managed display screens</u> | | | |
| Income: | | | |
| Installation fees from churches (incl Mgt fees) | 23,910 | 16,116 | 28,847 |
| Expenditure: | | | |
| Equipment, installation & development costs | 11,329 | 30,357 | 30,267 |
| (DEFICIT) | 12,581 | -14,241 | -1,420 |

Equipment acquisitions

| | | | |
|-----------------------------|--------|-------|--------|
| Equipment purchased in Year | 11,783 | 8,735 | 11,542 |
|-----------------------------|--------|-------|--------|

General Income & Expenditure**Income:**

| | | | |
|------------------------|---------------|---------------|---------------|
| General donations | 8,640 | 18,774 | 0 |
| Grants from Trust Brit | 14,142 | 0 | 29,754 |
| Interest | 527 | 16 | 79 |
| GiftAid refunds | 184 | 696 | 0 |
| | <u>23,493</u> | <u>19,486</u> | <u>29,833</u> |

Expenditure:

| | | | |
|--------------------------|---------------|--------------|--------------|
| Events | 15,240 | 3,493 | 1,000 |
| Meetings | 1,368 | 3,147 | 2,570 |
| Insurance | 1,008 | 966 | 1,016 |
| Professional Fees | 675 | 760 | 735 |
| Miscellaneous | 0 | 277 | 0 |
| Mailing, office expenses | 1,083 | 990 | 953 |
| Bank Charges | 204 | 222 | 120 |
| | <u>19,578</u> | <u>9,855</u> | <u>6,393</u> |

| | | | |
|--------------------------|-------|-------|--------|
| SURPLUS / DEFICIT | 3,915 | 9,631 | 23,440 |
|--------------------------|-------|-------|--------|

| | | | |
|-----------------------|--------|---------|---------|
| TOTAL RECEIPTS | 96,313 | 100,302 | 186,059 |
|-----------------------|--------|---------|---------|

| | | | |
|--------------------------|---------|---------|---------|
| TOTAL EXPENDITURE | 116,863 | 112,947 | 111,223 |
|--------------------------|---------|---------|---------|

| | | | |
|--------------------------------|---------|---------|--------|
| TOTAL SURPLUS / DEFICIT | -20,550 | -12,645 | 74,836 |
|--------------------------------|---------|---------|--------|

Joint Christian Science Reading Room UK

RECEIPTS AND PAYMENTS

| | 2022 | 2021 | 2020 |
|--------------------------------------|----------------|----------------|----------------|
| | £ | £ | £ |
| RECEIPTS | | | |
| Income | | | |
| Church Websites | 2,175 | 1,750 | 1,164 |
| Donations - General | 8,640 | 18,774 | 0 |
| Donations - Google AdWords | 155 | 315 | 380 |
| Donations Livestreaming | 6,525 | 19,229 | 8,443 |
| Donations - ORR | 28,716 | 30,958 | 107,752 |
| Donations - TrustBrit | 14,142 | 0 | 29,754 |
| GiftAids Refund | 184 | 696 | 0 |
| Interest | 527 | 16 | 79 |
| On-line Sales | 11,339 | 12,449 | 9,640 |
| RR Screens | 23,910 | 16,116 | 28,847 |
| | <u>96,313</u> | <u>100,302</u> | <u>186,059</u> |
| Expenditure | | | |
| On-Line CSRR | | | |
| Advertising | 344 | 317 | 457 |
| Church Websites | 634 | 864 | 698 |
| Google AdWords | 0 | 15 | 523 |
| Librarians, admin & Tech | 50,253 | 29,886 | 12,952 |
| Livestreaming | 12,353 | 19,581 | 24,090 |
| MyWarehouse fees | 2,310 | 3,427 | 3,441 |
| ORR Website | 1,623 | 104 | 6,293 |
| Professional Fees | 0 | 360 | 0 |
| RR Screens | 11,329 | 30,357 | 30,267 |
| Running Costs | 491 | 1,180 | 1,392 |
| Shopify Fees | 336 | 980 | 1,052 |
| Social Media | 1,813 | 924 | 2,045 |
| | <u>81,487</u> | <u>87,994</u> | <u>83,210</u> |
| Stock & Equipment | | | |
| Equipment | 11,783 | 8,735 | 11,542 |
| Stock | 4,015 | 6,722 | 10,079 |
| | <u>15,798</u> | <u>15,458</u> | <u>21,620</u> |
| Running Costs | | | |
| Bank Charges | 204 | 222 | 120 |
| Events | 15,240 | 3,493 | 1,000 |
| Insurance | 1,008 | 966 | 1,016 |
| Meetings | 1,368 | 3,147 | 2,570 |
| Professional Fees | 675 | 277 | 0 |
| Stationary / Postage / Other | 1,083 | 400 | 735 |
| Miscellaneous | 0 | 990 | 953 |
| | <u>19,578</u> | <u>9,495</u> | <u>6,393</u> |
| TOTAL EXPENDITURE | <u>116,863</u> | <u>112,947</u> | <u>111,223</u> |
| SURPLUS / DEFICIT IN YEAR | <u>-20,550</u> | <u>-12,645</u> | <u>74,836</u> |