

Annual Report and Accounts

For year 2020



EQUIPES NOTRE DAME GREAT BRITAIN

Registered Charity 1044902 .

Annual Report for the year to 31 December 2020

Legal and administrative information

The official name of the charity is Equipés Notre Dame, Great Britain, and the registered charity number is 1044902. The Official name reflects the involvement in, and links with, the world wide movement for Christian married couples.

The registered address of the charity is 5 Petrebrook, Chelmer Village, Chelmsford, CM2 6QJ. The charity is part of an international movement based in Paris.

The governing document of the charity is the Declaration of Trust made on the first day of August 1994, and amended on 31 August, 2018. This Declaration of Trust restricts the charity from undertaking any substantial trading activity as part of raising funds. In addition, no trustee shall acquire an interest in property belonging to the charity.

The charity's banker is National Westminster Bank Plc, Surbiton Branch, 10 Victoria Road, Surbiton, Surrey, KT6 4JY. Additional bank accounts are operated by Regional Treasurers, under guidelines issued by the Treasurers for Great Britain.

Meetings of the Trustees of the Charity are held at least twice a year, but in 2020 more frequent, shorter meetings were held by Zoom in response to the covid-19 pandemic on Saturdays 25 April, 30th May, 11th July, 15th August, 31st October, and 14th November.

During 2020 the Trustees were Chris and Dominique Thompson (Treasurer Couple), Paul and Janet Deboo (Central Regional Couple), Paul and Susan Roney (Northern Regional Couple) and Paul and Annette O'Beirne (Southern Regional Couple).

Aims and organisation

The object of the charity, as stated in the Declaration of Trust, is the advancement of religion in accordance with the tenets of the Christian faith in particular by the promotion of Christian marriage, family life and the spiritual development of husband and wife.

The Teams in Great Britain are part of the world-wide international movement for Christian married couples, Equipés Notre-Dame, led by an International Leading Team, (Equipe Responsable Internationale (ERI)). The three geographic Regions of Teams in Great Britain, Northern, Central and Southern, form the Province of Great Britain. The Province is part of the Transatlantic Super Region, along with the Ireland, Trinidad and Tobago, South Africa, Zambia, Malawi and Ghana. Each of the Regions of Great Britain has a Regional Couple and a Treasurer Couple. Each Region is further divided into sectors led by a Sector Couple or Sector Team.

The charity has only voluntary staff. Equipés Notre Dame (Great Britain) is administered by up to eight trustees: the Regional Couples and the GB Treasurers, who meet twice a year. The main planning and co-ordination of the activities of and for the Teams of Great Britain is carried out at the meetings of the Regional Couples, which are normally held at the same time as the Trustees' meeting.

The principal activity of the charity is to support the monthly meetings of the 100 or so individual Teams around Great Britain. Monthly Team Meetings are the centre point of the movement, and enable couples to eat together, pray together, and share their joys and sorrows in a caring atmosphere.

The other supporting activities of the charity are:

- The production of a quarterly Regional Newsletter sent to each team couple;
- Other events such as retreats and training sessions;
- Co-ordination and planning, carried out by the Regional Couples and Sector Couples;
- Promotional activities to aid the expansion of the movement;
- Production of literature for use in the Team Meetings and for expansion;

- Contacts and joint activities with the wider movement around the world.

Review of progress and activities in 2020

Normal activities

During the year, 103 Teams had nearly 400 couples and 43 widows and widowers in membership together with nearly 70 spiritual counsellors or advisors. During the year, the covid-19 pandemic had a severe impact on many activities. Although individual teams were unable to meet around a table, they were kept in touch via the Newsletters, and individual Teams made their own arrangements to keep in touch and share news. Some Teams developed ways of meeting on line but many have not. Regional gatherings in the early autumn were held by Zoom and the Trustees meetings have been adapted to be more frequent but shorter.

TeamsGB supported an initiative by Teams Ireland to run Marriage Masterclasses online by producing testimonies which were included in the presentations. This initiative has now moved to a dedicated Facebook page.

More recently, a monthly Mixed Teams meeting on Zoom has been introduced to keep members in touch, which attracts 20 – 30 couples. It is likely that some elements of these changes will be long lasting.

The production and distribution of the quarterly newsletter for Equipes Notre Dame (Province of Great Britain) continued. Work continued on reviewing and revising literature used in the life of the movement, with a particular emphasis on redesigning and relaunching the website.

Expansion

Personal contact and parish promotion have not been possible in developing the movement this year. Contact has been established with Bishops in Dioceses where the movement has the capacity to develop and it is hoped that this will start to yield benefits when we can meet again.

International

A significant part of our expenditure is a contribution to the International movement, which supports Regions with more limited resources.

Review of financial activities and affairs

In 2020 the charity had a turnover of £18,391 and an operating surplus of £2,591 (2019, £1,528 deficit). Part of this surplus was a correction of over provision for the costs of the 60th Anniversary celebration in 2019: there was no charge for the organist (£850 had been accrued). The charity depends on contributions from Team couples to support its activities. In 2020 these contributions amounted to £14,184, 16% lower than in 2019 (£16,908). It is likely that this is partly due to the lack of physical meetings. This is more than offset by reduced expenditure but part of this is due to the inability to undertake expansion work, which has long term implications.

There was a contribution of £13,500 to the Transatlantic Super Region to cover the costs of meetings of the Super Region Team, costs incurred by the Super Region Responsible Couple, a contribution to the ERI, and the cost of a Super Regional Newsletter. There was no expenditure on fundraising.

The reserves of over £27,000 (£25,000 held centrally) seem adequate. Income and expenditure both fell in 2020, but it is not possible to draw conclusions from such an unusual year. The situation always needs to be kept under review, but at present seems to be satisfactory.

Signed

Date

For and on behalf of the Trustees

EQUIPES NOTRE DAME, GREAT BRITAIN

Registered Charity 1044902

INCOME AND EXPENDITURE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Statement of Financial Activities	2020	2019
Income		
Contributions	14,184	16,908
Events	589	0
Bank Interest	14	32
Refund from HMRC	<u>3,604</u>	<u>3,139</u>
Total Receipts	18,391	20,079
Expenditure		
Regions	242	2,391
<u>Province</u>		
Administration	74	702
Newsletter	1,781	1,452
Publicity and expansion	126	447
Insurance and licenses	683	704
Payment to Transatlantic SR/ERL	13,500	13,000
Anniversary Expenses	(850)	2,811
Gatherings	<u>144</u>	<u>0</u>
	15,458	19,116
Other Expenditure		
Independent Examiner's Fees	100	100
Total Expenditure	<u>15,800</u>	<u>21,607</u>
Excess/(Deficit) of Receipts over Expenditure	2,591	(1,528)

BALANCE SHEET AT 31 DECEMBER 2020

	2020	2019
Surplus brought forward	24,638	26,166
Plus surplus/(deficit) for year	<u>2,591</u>	<u>(1,528)</u>
Surplus at 31 December, 2020	27,229	24,638
Monetary Assets		
Cash and Bank Deposits		
Regional Bank Current Accounts	2,286	2,364
Province of GB Bank Current Account	9,125	9,416
Province of GB Bank Capital Deposit	<u>15,818</u>	<u>15,804</u>
Cash and Bank Deposits	27,229	27,584
Plus: Debtors		104
Less creditors		2,657
Plus uncleared cheques	<u>.</u>	<u>(392)</u>
	27,229	24,638
Non monetary Assets		
Printed Literature		
Promotional Material		
Banners & Display Boards		

These Accounts were approved by the Trustees on

For and on behalf of the Trustees

Trustee

EQUIPES NOTRE DAME, GREAT BRITAIN

Register Charity 1044902

Accounting policies

The Financial Statements are agreed on a receipts and payments basis and in accordance with the Statement of Recommended Practice: Accounting and Reporting of Charities issued by the Charity Commission. Expenditure is accrued to the financial year it applies to whilst interest and income is included when received.

The only current liabilities recognised are cheques outstanding and creditors. Current assets are not recognised until the cash is received.

Monetary Assets

The Province operates a current bank account and a capital account. The capital account earns a small amount of interest and holds cash which is not expected to be paid out in the near future. Regions also hold their own accounts which are used for their normal expenditure, but are reported in the Charity's Accounts at the end of the year. The amounts shown are the bank statement figures which are adjusted for uncleared cheques to show how much is actually available.

Annual contributions should be sent to the Provincial Treasurers and are banked centrally. This facilitates recovery of Gift Aid but also allows a higher balance to be held in the capital account. Contributions should not be paid through Teams and Regions but, if this happens, we request that details to claim Gift Aid, where appropriate, are forwarded with the money. Regions do collect income relating to events which they organise. If Regions require additional money, there is a budget process and they can request the cash that they need which will be advanced as needed.

Non monetary assets

Purchases are charged to the receipts and payments at the time of purchase. They are not held in the Accounts at a valuation unless they are held for sale or income generation. Currently there are no assets of this nature.