

Registered number: 41819  
Charity number: 235245

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**THE STANBOROUGH PRESS LTD**  
(A company limited by guarantee)

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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

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**THE STANBOROUGH PRESS LTD**  
**(A company limited by guarantee)**

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The following pages do not form part of the statutory financial statements

**THE STANBOROUGH PRESS LTD**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

**Trustees**

D W McFarlane, Chair  
P Hammond, Chief Executive  
G M Barham, Finance Director  
M Clarke  
S Davis  
D Marshall  
M Martinelli  
E Lowe  
C Mitchell  
V Pilmoor  
D Rafferty  
P Poddar  
H Singh  
R Smith  
I Sweeney

**Company registered number**

41819

**Charity registered number**

235245

**Registered office**

Alma Park  
Grantham  
Lincs  
NG31 9SL

**Company secretary**

G M Barham

**Chief executive officer**

P Hammond

**THE STANBOROUGH PRESS LTD**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

The Trustees (who are also directors of the charity for the purposes of the Companies Act) submit their annual report and the audited financial statements of The Stanborough Press Ltd (the company) for the year ended 31 December 2009. The Trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

**Structure, governance and management**

**a. CONSTITUTION**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 23 August 1894.

**b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The management of the company is the responsibility of the Trustees who are appointed annually by the British Union Conference of Seventh-day Adventists.

**c. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The company acts in accordance with the philosophy and operating policies of the world-wide Seventh-day Adventist church. It is supported by its parent organisation, the British Union Conference of Seventh-day Adventists, and receives support from its sister publishing house, The Review and Herald Publishing Association in the United States of America.

It is governed by its Board of Directors, which meets three times a year. The day-to-day management is delegated to its officers, four of whom are directors of the company, and report directly to the Board.

The company also administers House of Natural Food Ltd, a non-charitable company selling health foods, mainly to members of the Seventh-day Adventist congregations in the British Isles.

**d. RISK MANAGEMENT**

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems are in place to mitigate the company's exposure to the major risks.

**Objectives and Activities**

**a. POLICIES AND OBJECTIVES**

The principal objective of the company is to procure and distribute Christian literature.

**b. STRATEGIES FOR ACHIEVING OBJECTIVES**

The company sells its literature to Seventh-day Adventist organisations in foreign countries, and to the general public in the United Kingdom.

**Achievements and performance**

**a. REVIEW OF ACTIVITIES**

The Company has continued to publish large quantities of books and periodicals for distribution within the British Isles and to the export markets which it serves. The majority of books published by The Stanborough Press are exported to the African and Asian continents on a direct basis and through the Review and Herald Publishing Association to North America. The sales continue to make a considerable contribution to the overall mission of the organisation.

**THE STANBOROUGH PRESS LTD**  
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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

Sales to the local congregations in the British Union through the Adventist Book Centre continue to represent a significant contribution in overall sales turnover

The Company has continued to make a valuable contribution to the Seventh-day Adventist Church in the British Isles by printing materials for use by the constituent bodies of the Church

**b FACTORS RELEVANT TO ACHIEVE OBJECTIVES**

The Company has continued to outsource its printing. Printing is now sourced from companies in Thailand, China, UK and the United States. This has enabled the Company to remain competitive and has helped to significantly improve margins.

**Financial review**

**a. RESERVES POLICY**

The directors estimated the general reserve requirement of the company based on the level of working capital needed for ongoing operations at £1,650,000. The actual general reserves as at 31 December 2009 were £1,852,818, leaving a surplus of £202,818.

**b. Financial results**

The financial results for the year are shown in the attached financial statements. The operating results of the non-charitable subsidiary organisation, House of Natural Food Limited, have been brought into the financial statement of activity as fundraising income and expense.

**Plans for the future**

**a FUTURE DEVELOPMENTS**

The directors are committed to build on the achievements of the past year, to continue to promote the advancement of the Christian gospel through the distribution of Christian literature.

The directors confirm that in their opinion the assets of the Company are sufficient on a fund-by-fund basis to fulfil the Company's obligations.

**PUBLIC BENEFIT**

The directors have had due regard to guidance published by the Charity Commission on public benefit.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also directors of The Stanborough Press Ltd for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial

**THE STANBOROUGH PRESS LTD**  
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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**PROVISION OF INFORMATION TO AUDITORS**

So far as each of the Trustees is aware at the time the report is approved

- there is no relevant audit information of which the company's auditors are unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

This report was approved by the Trustees on 3 June 2010 and signed on its behalf, by



**G M Barham**

**THE STANBOROUGH PRESS LTD**  
**(A company limited by guarantee)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE STANBOROUGH PRESS LTD**

We have audited the financial statements of The Stanborough Press Ltd for the year ended 31 December 2009 set out on pages 7 to 23. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS**

The Trustees' (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), and for being satisfied that the financial statements give a true and fair view, are set out in the Statement of Trustees' responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustees' report is consistent with those financial statements.

In addition we report to you if, in our opinion, the company has not kept adequate accounting records, if the company's financial statements are not in agreement with these accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Trustees' report and consider the implications for our report if we become aware of any apparent misstatements within it.

**BASIS OF AUDIT OPINION**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Trustees in the preparation of the financial statements and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standards - Provisions Available for Small Entities, in the following circumstances:

- In common with many other businesses of this size and nature, the company uses our firm to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

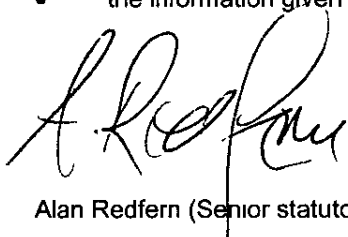
**THE STANBOROUGH PRESS LTD**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE STANBOROUGH PRESS LTD**

**OPINION**

In our opinion

- the financial statements give a true and fair view of the state of the charitable company's affairs as at 31 December 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the Companies Act 2006, and
- the information given in the Trustees' report is consistent with the financial statements



Alan Redfern (Senior statutory auditor)

for and on behalf of

**COLLEDGE REDFERN**

Chartered Certified Accountants  
Registered Auditors

2 Nascot Street  
Watford  
Herts, WD17 4RB

3 June 2010



**THE STANBOROUGH PRESS LTD**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES**  
(Incorporating income and expenditure account)  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

	Note	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds					
Operating grants from parent charity	2	-	96,200	96,200	72,800
Operating grants from American associated charity	2	-	9,959	9,959	15,059
Other donations, legacies and similar incoming resources	2	30,469	8,659	39,128	35,714
Activities for generating funds	3	-	58,492	58,492	63,227
Investment income	4	-	1,733	1,733	10,974
Incoming resources from charitable activities	5	-	2,516,041	2,516,041	2,366,371
<b>TOTAL INCOMING RESOURCES</b>		<b>30,469</b>	<b>2,691,084</b>	<b>2,721,553</b>	<b>2,564,145</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds					
Costs of generating sales	6	-	205,416	205,416	177,959
Charitable activities	13	30,469	2,247,710	2,278,179	1,957,499
Governance costs	9	-	12,234	12,234	9,397
<b>TOTAL RESOURCES EXPENDED</b>	12	<b>30,469</b>	<b>2,465,360</b>	<b>2,495,829</b>	<b>2,144,855</b>
<b>NET INCOME BEFORE REVALUATIONS</b>		<b>-</b>	<b>225,724</b>	<b>225,724</b>	<b>419,290</b>
Actuarial gains and losses on defined benefit pension schemes		-	(31,000)	(31,000)	9,565
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>-</b>	<b>194,724</b>	<b>194,724</b>	<b>428,855</b>
<i>Total funds at 1 January 2009</i>		-	2,479,242	2,479,242	2,050,387
<b>TOTAL FUNDS AT 31 DECEMBER 2009</b>		<b>-</b>	<b>2,673,966</b>	<b>2,673,966</b>	<b>2,479,242</b>

All activities relate to continuing operations

The Statement of Financial Activities includes all gains and losses recognised in the year

The notes on pages 9 to 23 form part of these financial statements

**THE STANBOROUGH PRESS LTD**  
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REGISTERED NUMBER. 41819

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2009**

	Note	£	2009 £	£	2008 £
<b>FIXED ASSETS</b>					
Tangible fixed assets	18		172,049		185,147
<b>CURRENT ASSETS</b>					
Stocks	19	1,583,559		1,466,485	
Debtors amounts falling due after more than one year	20	190,000		223,000	
Debtors amounts falling due within one year	20	1,214,547		1,030,211	
Cash at bank and in hand		738,142		708,372	
			<u>3,726,248</u>	<u>3,428,068</u>	
<b>CREDITORS:</b> amounts falling due within one year	21	(1,116,664)		(1,033,556)	
<b>NET CURRENT ASSETS</b>			<u>2,609,584</u>		<u>2,394,512</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>2,781,633</u>		<u>2,579,659</u>
<b>CREDITORS:</b> amounts falling due after more than one year	22		<u>(30,667)</u>		<u>(50,417)</u>
<b>NET ASSETS EXCLUDING PENSION SCHEME ASSETS/(LIABILITIES)</b>			<u>2,750,966</u>		<u>2,529,242</u>
Defined benefit pension scheme liability	25	(77,000)		(77,000)	(50,000)
<b>NET ASSETS INCLUDING PENSION SCHEME ASSETS/(LIABILITIES)</b>			<u><u>2,673,966</u></u>		<u><u>2,479,242</u></u>
<b>CHARITY FUNDS</b>					
Unrestricted funds					
Unrestricted funds excluding pension liability		2,750,966		2,529,242	
Pension reserve		(77,000)		(50,000)	
Total unrestricted funds			<u>2,673,966</u>		<u>2,479,242</u>
			<u><u>2,673,966</u></u>		<u><u>2,479,242</u></u>

The financial statements were approved by the Trustees on 3 June 2010 and signed on their behalf, by

  
**G M Barham**

The notes on pages 9 to 23 form part of these financial statements

**THE STANBOROUGH PRESS LTD**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

**1 ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 2006.

**1.2 Company status**

The company is a company limited by shares.

**1.3 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**1.4 Incoming resources**

All incoming resources are included in the Statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

**THE STANBOROUGH PRESS LTD**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

**1 ACCOUNTING POLICIES (continued)**

**1.6 Cash flow**

The company, being a subsidiary undertaking where 90% or more of the voting rights are controlled within the group whose consolidated financial statements are publicly available, is exempt from the requirement to draw up a cash flow statement in accordance with FRS 1

**1.7 Tangible fixed assets and depreciation**

All assets costing more than £1,000 are capitalised

Tangible fixed assets are stated at cost less depreciation. Depreciation is not charged on freehold land. Depreciation on other tangible fixed assets is provided at rates calculated to write off the cost of those assets, less their estimated residual value, over their expected useful lives on the following bases

Freehold property	-	1.5%	straight line
Plant & machinery	-	5%	to 20% straight line

**1.8 Stocks and work in progress**

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads

**1.9 Foreign currencies**

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the balance sheet date

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction

Exchange gains and losses are recognised in the Statement of Financial Activity

**1.10 Pensions**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year

The company participates in a defined benefits pension scheme and the pension charge is based on a full actuarial valuation dated 5 April 2007

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**2 VOLUNTARY INCOME**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Operating grants from parent charity	-	96,200	96,200	72,800
Operating grants from American associated charity	-	9,959	9,959	15,059
Subtotal detailed disclosure	-	106,159	106,159	87,859
Donations	30,469	5,659	36,128	33,653
Other grants	-	3,000	3,000	2,061
Subtotal	30,469	8,659	39,128	35,714
Voluntary income	30,469	114,818	145,287	123,573

**3. FUNDRAISING INCOME**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Sales of health foods	-	58,492	58,492	63,227

**4 INVESTMENT INCOME**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Bank interest in the United Kingdom	-	1,733	1,733	10,974
	-	1,733	1,733	10,974

**5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Income from printing services	-	385,575	385,575	478,910
Sale of publications	-	2,130,466	2,130,466	1,887,461
	-	2,516,041	2,516,041	2,366,371

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**6. COSTS OF GENERATING VOLUNTARY INCOME**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Travel expenses	-	84,984	84,984	56,847
Advertising expenses	-	48,573	48,573	34,032
Cost of health food sales	-	39,344	39,344	58,585
Health food selling expenses	-	32,515	32,515	28,495
	-	205,416	205,416	177,959

**7. GRANTS TO INSTITUTIONS**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Grants to North England Conference of Seventh-day Adventists	30,469	-	30,469	29,744
Other charitable institutions	-	162	162	640
Grants to British Union Conference of Seventh-day Adventists	-	22,000	22,000	21,000
	30,469	22,162	52,631	51,384

Grants are made to Conferences of the Seventh-day Adventist Church for the purpose of supporting the work of the church in the United Kingdom, in accordance with the Company's objectives

**8. EXPENDITURE BY CHARITABLE ACTIVITY**

**SUMMARY BY FUND TYPE**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Support of local congregations	30,469	22,000	52,469	50,744
Publishing & distribution of Christian literature	-	2,225,710	2,225,710	1,906,755
	30,469	2,247,710	2,278,179	1,957,499

**THE STANBOROUGH PRESS LTD**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**8 EXPENDITURE BY CHARITABLE ACTIVITY (continued)**

**SUMMARY BY EXPENDITURE TYPE**

	Staff costs 2009 £	Depreciation 2009 £	Other costs 2009 £	Total 2009 £	Total 2008 £
Support of local congregations	-	-	52,469	52,469	50,744
Publishing & distribution of Christian literature	563,323	(15,453)	1,677,840	2,225,710	1,906,755
	<u>563,323</u>	<u>(15,453)</u>	<u>1,730,309</u>	<u>2,278,179</u>	<u>1,957,499</u>

**9 GOVERNANCE COSTS**

	Restricted funds 2009 £	Unrestricted funds 2009 £	Total funds 2009 £	Total funds 2008 £
Internal audit costs	-	2,083	2,083	825
Auditors' fees and expenses	-	10,151	10,151	8,572
	<u>-</u>	<u>12,234</u>	<u>12,234</u>	<u>9,397</u>

**10. DIRECT COSTS**

	Basis of Allocation	Publishing & distrib £	Total 2009 £	Total 2008 £
Return on pension assets		3,000	3,000	2,370
Cost of goods sold		1,386,972	1,386,972	1,317,614
Royalties paid on goods sold		20,881	20,881	13,485
		<u>1,410,853</u>	<u>1,410,853</u>	<u>1,333,469</u>

**THE STANBOROUGH PRESS LTD**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**11 SUPPORT COSTS**

	<b>Basis of Allocation</b>	<b>Distribution of Christian literature £</b>	<b>Total 2009 £</b>	<b>Total 2008 £</b>
Travel expenses		36,615	36,615	37,382
Other staff costs		8,416	8,416	6,986
Administration expenses (including bad debts provided/(recovered))		52,932	52,932	16,489
Repairs and maintenance		11,094	11,094	44,231
Other accommodation expenses		27,064	27,064	39,737
Office expenses		20,511	20,511	21,455
Supplies		59,762	59,762	45,218
Interest expense		6,535	6,535	4,685
Exchange rate losses/(gains)		76,190	76,190	(120,289)
Delivery expenses		356,505	356,505	333,314
Less charged to cost of goods sold		(388,799)	(388,799)	(423,102)
Wages and salaries		485,044	485,044	480,927
National insurance		44,774	44,774	45,391
Pension cost		33,505	33,505	25,437
Depreciation		(15,453)	(15,453)	14,785
		<b>814,695</b>	<b>814,695</b>	<b>572,646</b>

**12. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	<b>Staff costs 2009 £</b>	<b>Depreciation 2009 £</b>	<b>Other costs 2009 £</b>	<b>Total 2009 £</b>	<b>Total 2008 £</b>
Costs of generating sales	-	-	205,416	205,416	177,959
<b>Costs of generating funds</b>	<b>-</b>	<b>-</b>	<b>205,416</b>	<b>205,416</b>	<b>177,959</b>
Support of local congregations	-	-	52,469	52,469	50,744
Publishing & distribution of Christian literature	563,323	(15,453)	1,677,840	2,225,710	1,906,755
<b>Charitable activities</b>	<b>563,323</b>	<b>(15,453)</b>	<b>1,730,309</b>	<b>2,278,179</b>	<b>1,957,499</b>
<b>Governance</b>	<b>-</b>	<b>-</b>	<b>12,234</b>	<b>12,234</b>	<b>9,397</b>
	<b>563,323</b>	<b>(15,453)</b>	<b>1,947,959</b>	<b>2,495,829</b>	<b>2,144,855</b>



**THE STANBOROUGH PRESS LTD**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**13 ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	Activities undertaken directly 2009 £	Grant funding of activities 2009 £	Support costs 2009 £	Total 2009 £	Total 2008 £
Support of local congregations	-	52,469	-	52,469	50,744
Publishing & distribution of Christian literature	1,410,853	162	814,695	2,225,710	1,906,755
<b>Total</b>	<b>1,410,853</b>	<b>52,631</b>	<b>814,695</b>	<b>2,278,179</b>	<b>1,957,499</b>

**14. NET INCOME**

This is stated after charging

	2009 £	2008 £
Depreciation of tangible fixed assets - owned by the charity	13,098	15,758
Auditors' remuneration and expenses	10,151	8,572
Internal audit costs	2,083	825

During the year, no Trustees received any benefits in kind (2008 - £NIL)

During the year, one Trustee received reimbursement of expenses amounting to £63 (2008 - None)

**15. STAFF COSTS**

Staff costs were as follows

Wages and salaries	485,044	480,927
Social security costs	44,774	45,391
Other pension costs (Note 25)	33,505	25,437
	<b>563,323</b>	<b>551,755</b>

The average monthly number of employees during the year was as follows

	No	No
Charitable activities	22	21
Support staff	5	5
	<b>27</b>	<b>26</b>

No employee received remuneration amounting to more than £60,000 in either year

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**Directors' remuneration included above**

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
P Hammond	<b>32,409</b>	<b>32,479</b>
G M Barham	<b>35,777</b>	<b>35,811</b>
D Marshall	<b>31,625</b>	<b>31,695</b>
P Poddar	<b>33,143</b>	<b>18,608</b>
	<hr/>	<hr/>
Total	<b>132,954</b>	<b>118,593</b>
	<hr/> <hr/>	<hr/> <hr/>

**16. TRUSTEES' REMUNERATION**

During the year retirement benefits were accruing to 2 Trustees (2008 - 2) in respect of money purchase pension schemes

During the year retirement benefits were accruing to no Trustees (2008 - 1) in respect of defined benefit pension schemes

**17. OTHER FINANCE INCOME**

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Expected return on pension scheme assets	<b>3,000</b>	<b>1,185</b>
Interest on pension scheme liabilities	<b>(6,000)</b>	<b>(3,555)</b>
	<hr/>	<hr/>
	<b>(3,000)</b>	<b>(2,370)</b>
	<hr/> <hr/>	<hr/> <hr/>

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**18 TANGIBLE FIXED ASSETS**

	Land and buildings £	Plant and machinery £	Total £
<b>Cost</b>			
At 1 January 2009	176,746	231,181	407,927
Disposals	-	(22,887)	(22,887)
At 31 December 2009	<u>176,746</u>	<u>208,294</u>	<u>385,040</u>
<b>Depreciation</b>			
At 1 January 2009	34,753	188,027	222,780
Charge for the year	1,751	11,347	13,098
On disposals	-	(22,887)	(22,887)
At 31 December 2009	<u>36,504</u>	<u>176,487</u>	<u>212,991</u>
<b>Net book value</b>			
At 31 December 2009	<u>140,242</u>	<u>31,807</u>	<u>172,049</u>
At 31 December 2008	<u>141,993</u>	<u>43,154</u>	<u>185,147</u>

Included in land and buildings is freehold land of £60,000 (2008 - £60,000), which is not depreciated

**19 STOCKS**

	2009 £	2008 £
Work in progress	176,249	136,112
Finished goods and goods for resale	1,407,310	1,330,373
	<u>1,583,559</u>	<u>1,466,485</u>

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**20. DEBTORS**

	2009 £	2008 £
<b>Due after more than one year</b>		
Trade debtors	190,000	223,000
	<u>190,000</u>	<u>223,000</u>
<b>Due within one year</b>		
Trade debtors	1,147,791	957,950
Amounts owed by group undertakings	11,322	19,783
Other debtors	23,409	24,838
Prepayments and accrued income	17,404	15,319
Grants receivable	14,621	12,321
	<u>1,214,547</u>	<u>1,030,211</u>

**21. CREDITORS:  
Amounts falling due within one year**

	2009 £	2008 £
Trade creditors	503,899	403,920
Amounts owed to parent charity	19,750	19,750
Amounts owed to associated charities	493,422	523,062
Social security and other taxes	15,750	-
Other creditors	17,303	12,321
Accruals and deferred income	66,540	74,503
	<u>1,116,664</u>	<u>1,033,556</u>

Amounts owed to associated charities includes extended credit of up to USD 700,000

**22. CREDITORS:  
Amounts falling due after more than one year**

	2009 £	2008 £
Amounts owed to parent charity	30,667	50,417
	<u>30,667</u>	<u>50,417</u>

Creditors include amounts not wholly repayable within 5 years as follows

	2009 £	2008 £
Repayable by instalments	-	12,666
	<u>-</u>	<u>12,666</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**23 STATEMENT OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/(out) £	Gains/ (Losses) £	Carried Forward £
<b>Designated funds</b>						
Future bad debts	255,000	-	-	-	-	255,000
Property maintenance	200,000	-	-	100,000	-	300,000
Exchange fluctuation	120,289	-	-	(76,190)	-	44,099
Transitional pension assistance	50,000	-	-	-	-	50,000
Invested in property	185,147	-	(13,098)	-	-	172,049
	<u>810,436</u>	<u>-</u>	<u>(13,098)</u>	<u>23,810</u>	<u>-</u>	<u>821,148</u>
<b>General funds</b>						
Share capital	1,066	-	-	-	-	1,066
General funds	1,717,740	2,691,084	(2,456,262)	(23,810)	-	1,928,752
Pension reserve	(50,000)	-	4,000	-	(31,000)	(77,000)
	<u>1,668,806</u>	<u>2,691,084</u>	<u>(2,452,262)</u>	<u>(23,810)</u>	<u>(31,000)</u>	<u>1,852,818</u>
Total Unrestricted funds	<u>2,479,242</u>	<u>2,691,084</u>	<u>(2,465,360)</u>	<u>-</u>	<u>(31,000)</u>	<u>2,673,966</u>
<b>Restricted funds</b>						
Donations for special purposes	-	30,469	(30,469)	-	-	-
Total of funds	<u>2,479,242</u>	<u>2,721,553</u>	<u>(2,495,829)</u>	<u>-</u>	<u>(31,000)</u>	<u>2,673,966</u>

**SUMMARY OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/(out) £	Gains/ (Losses) £	Carried Forward £
Designated funds	810,436	-	(13,098)	23,810	-	821,148
General funds	1,668,806	2,691,084	(2,452,262)	(23,810)	(31,000)	1,852,818
	<u>2,479,242</u>	<u>2,691,084</u>	<u>(2,465,360)</u>	<u>-</u>	<u>(31,000)</u>	<u>2,673,966</u>
Restricted funds	-	30,469	(30,469)	-	-	-
	<u>2,479,242</u>	<u>2,721,553</u>	<u>(2,495,829)</u>	<u>-</u>	<u>(31,000)</u>	<u>2,673,966</u>

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**24 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Restricted funds 2009 £</b>	<b>Unrestricted funds 2009 £</b>	<b>Total funds 2009 £</b>	<b>Total funds 2008 £</b>
Tangible fixed assets	-	172,050	172,050	185,147
Debtors due after more than one year	-	190,000	190,000	223,000
Current assets	-	3,536,247	3,536,247	3,205,067
Creditors due within one year	-	(1,116,664)	(1,116,664)	(1,033,555)
Creditors due in more than one year	-	(30,667)	(30,667)	(50,417)
Provisions for liabilities and charges	-	(77,000)	(77,000)	(50,000)
	-	(3,077)	(3,077)	-
	<u>-</u>	<u>2,670,889</u>	<u>2,670,889</u>	<u>2,479,242</u>

**25. PENSION COMMITMENTS**

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £31,261 (2008 - £23,889). Contributions totalling £NIL (2008 - £NIL) were payable to the fund at the balance sheet date and are included in creditors.

The company also participates in a group defined benefit pension scheme. The company's share of the assets and liabilities of this scheme amount to 0.3%, and the following amounts represent this proportion of the total scheme. The amounts in the financial statements for the year ended 31 December 2008, relating to these pensions, are based on a full actuarial valuation dated 5 April 2007.

The amounts recognised in the Balance sheet are as follows:

	<b>2009 £</b>	<b>2008 £</b>
Present value of funded obligations	(135,000)	(101,000)
Fair value of scheme assets	58,000	51,000
Net liability	<u>(77,000)</u>	<u>(50,000)</u>

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**25. PENSION COMMITMENTS (continued)**

The amounts recognised in profit or loss are as follows

	2009 £	2008 £
Current service cost	(2,244)	(3,047)
Interest on obligation	(6,000)	(3,555)
Expected return on scheme assets	3,000	1,185
	<u>(5,244)</u>	<u>(5,417)</u>
Total	<u>(5,244)</u>	<u>(5,417)</u>

Changes in the present value of the defined benefit obligation are as follows

	2009 £	2008 £
Opening defined benefit obligation	101,000	107,322
Current service cost	2,244	3,047
Interest cost	6,000	3,555
Actuarial (Losses)/gains	32,000	(8,972)
Benefits paid	(6,000)	(3,952)
Rounding adjustment	(244)	-
	<u>135,000</u>	<u>101,000</u>
Closing defined benefit obligation	<u>135,000</u>	<u>101,000</u>

Changes in the fair value of scheme assets are as follows

	2009 £	2008 £
Opening fair value of scheme assets	51,000	45,174
Expected return	3,000	1,185
Actuarial gains and (losses)	1,000	593
Contributions by employer	9,000	8,000
Benefits paid	(6,000)	(3,952)
	<u>58,000</u>	<u>51,000</u>
	<u>58,000</u>	<u>51,000</u>

The company expects to contribute £3,000 to its Defined benefit pension scheme in 2010

The major categories of scheme assets as a percentage of total scheme assets are as follows

	2009	2008
European equities	51.80 %	16 00 %
European bonds	45.70 %	73 00 %
Cash funds	2.50 %	11 00 %

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**25. PENSION COMMITMENTS (continued)**

Principal actuarial assumptions at the Balance sheet date (expressed as weighted averages)

	<b>2009</b>	<b>2008</b>
Discount rate at 31 December	5.70 %	6.50 %
Expected return on scheme assets at 31 December	6.26 %	5.45 %
Future salary increases	3.75 %	3.00 %
Future pension increases	3.00 %	2.50 %
Inflation	3.25 %	2.50 %

Amounts for the current and previous period are as follows

Defined benefit pension schemes

	<b>2009</b> £	<b>2008</b> £
Defined benefit obligation	(135,000)	(101,000)
Scheme assets	58,000	51,000
Deficit	(77,000)	(50,000)
Experience adjustments on scheme liabilities	(32,000)	8,972
Experience adjustments on scheme assets	1,000	593

**26. TRUSTEES' BENEFITS, ADVANCES, CREDIT AND GUARANTEES**

Three trustees (2008 two trustees) received advances for travelling on the company's behalf, as follows

	<b>2009</b> £	<b>2008</b> £
Balance advanced at 01 January	12,244	8,964
Amounts advanced during the year	65,085	32,954
Expenses reported during the year	(56,987)	(29,674)
Balance advanced at 31 December	<u>20,342</u>	<u>12,244</u>



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**27 RELATED PARTY TRANSACTIONS**

The parent charity is the British Union Conference of Seventh-day Adventists, Stanborough Park, Garston, Watford, Herts, WD25 9JZ (Secretary - E C Lowe), by virtue of its owning the whole of the company's share capital

The company also has an agreement with a publishing house in the USA, from which it purchases goods on favourable terms, and which subsidises part of the company's promotional expenses

Transactions with these entities during the year were

			2009
	British Union Conference £	Review & Herald Publishing Association £	Total £
Goods sold to related party	458,436	89,300	547,736
Goods purchased from related party	-	563,464	563,464
	-	-	-
Amounts owed by related party	108,611	-	108,611
Amounts owed to related party	50,417	493,422	543,839
	<u>          </u>	<u>          </u>	<u>          </u>

The trustees receiving travel advances as shown in note 26 were P Hammond, G M Barham & P Poddar

**28. OTHER FINANCIAL COMMITMENTS**

The company has assets and liabilities in foreign currencies (mainly US dollars) These assets at 31 December 2009 exceeded the liabilities in foreign currencies by £664,323 (2008 - £315,472) A weakening of these currencies against the pound prior to settlement would adversely affect the working capital of the company

**29. SHARE CAPITAL**

Authorised share capital 10,000 ordinary £1 shares (2008 - 10,000)

	2009 £	2008 £
Allotted, called up and fully paid 1,066 ordinary £1 shares	<u>1,066</u>	<u>1,066</u>