

TRUSTEES ANNUAL REPORT 2019

Objectives and activities

In line with the *Constitutional Practice and Discipline of the Methodist Church* the objectives are

- Provision of public worship open to all
- The teaching and promotion of Christianity as a way of life through worship and other events
- Provision of pastoral care to those who require it
- Evangelism appropriate to the context
- Mission to the local community by provision of a safe space
- Good stewardship of resources

We are part of *Christians Together in Bolton Town Centre* and seek to work ecumenically with other sisters and brothers when possible. The Superintendent minister is a member of the Faith Leaders' Forum and this is one way in which we seek to express our common humanity and commitment to peaceable and enriched living.

The Victoria Hall is an important part of the Methodist heritage and in the history of Bolton; we seek to continue that legacy for the good of the church and the town.

Achievements of the year

In recognition of social shifts, demographically and culturally, we have tried to make changes so that the church remains relevant. Sunday morning worship continues to take place in the Walker Suite – the 1930s extension- rather than the Main Hall, although the Main Hall is used when appropriate. This has continued to bring savings to the heating and electricity costs and brings the congregation together in a way that would be more difficult in the large area of the Main Hall. We are in the process of looking at ways that worship and our offer to the Town of Bolton can be maintained and improved. We are doing this in partnership with TCC (Transforming Churches and Communities.

The nature of the use of the building is continuing to develop thanks to considerable efforts by the Facilities Manager and volunteer staff. The Main Hall goes from strength to strength and we are continuing to see an increase in the number of smaller lettings. Some of these are "one-offs" and others have resulted in a regular use of the premises. Some of these lets are to groups with a strong community ethos such as Alcoholics Anonymous. The Walker building is now generating almost as much income as the Main Hall. We include this point under the heading of "Achievements of the year" again in this year rather than the financial review below. This is because part of our raison d'être continues to be providing a 'safe space' where all manner of groups can find a home. We aspire to be a hub for different organisations who are committed to personal wellbeing and the building up of community.

Financial Review

Partly, because of increased lettings, and careful budget monitoring, our financial position is continuing to improve and is stronger this year. However, the Mission is still being subsidised by the Bolton and Rochdale District (of which it is a part) through the provision of a Superintendent minister – a role fulfilled by the Chair of the District. We will be paying a contribution towards the cost in the next financial year. With a large suite of premises, there is inevitably a degree of financial vulnerability; for example, if a major re-wire or other major repairs became necessary we would still find it difficult to meet those costs and would have to seek grants and loans.

Furthermore, if one of our major lets was to move out we would quickly need to find other users of the space in order to maintain cash-flow.

However, the demonstrable need for the space we offer is evidence of our place in the town. If, and when, we go out to seek major grants we anticipate that our significance, and increased number of partnerships, will improve our prospects of success.

Our lettings income has doubled over the last two years from £51,000 to over £90,000 this year. We have budgeted carefully during the year and have ended this year with a surplus in the region of £46,000. However next year we will have to resume paying a District contribution of £19,000 and, also, our wages bill will increase by £5,900 due to increases in the living wage and an increase in the hours of our cleaners. This was necessary to cope with the increased work generated by the increased lettings. Therefore it is imperative that we maintain our level of income throughout the year. As previously stated, we are still vulnerable to sudden, unexpected expenditure but we are in a much more stable position than we were two years ago.

Structure, governance and management

The annual Methodist Conference is the decision-making body which governs our structure and management which is laid out in the *Constitutional Practice and Discipline of the Methodist Church*. Locally we have a Circuit Meeting and a Church Council which meet on a quarterly basis and are made up of trustees but also open to non-voting members. Church and Circuit Stewards and additional members to the Circuit Meeting and Church Council are elected at our Annual Church Meeting.

Day to day decision making is exercised by the Superintendent Minister in consultation with the Church and Circuit Stewards who are advised by the Treasurer and Facilities Manager.

One of the areas of tension is between decisions about church matters and decisions concerning use of the suite of premises. This is monitored and the Mission Resources Committee is in place to exercise more detailed thinking around major decisions – although it acts under the authority of the Circuit Meeting and Church Council. The relationship between the Church and Victoria Hall is one which we will continue to address

Safeguarding of children and vulnerable adults is a responsibility we take seriously. We have a Church and Circuit policy and also seek to ensure that other people using our premises either have their own policy or comply with that of the Methodist Church.

Reference and administrative details

The Charity is known as the Bolton Methodist Mission, Charity Number 1130745 and the address is Knowsley Street, Bolton BL1 2AS. The premises encompass the Victoria Hall (1300-seater concert venue) used frequently for events, the Victoria Buildings (front of the building at Knowsley Street) some of which is rented out) and the Walker Memorial building (backing on to Central Street car park) which similarly is home to a number of different groups.

The list of Trustees (19 in total) is available on the Charity Commission website. The senior Trustees are:

- Rev Paul Martin (Superintendent Minister)
- Mr Philip Gnanvill (Circuit Steward)
- Mr Robert Marshall (Circuit Steward)
- Mrs Christine Heppollette (Church Steward)

- Mrs Diana Bradley (Treasurer)
- Mrs Mary Glanvill (Circuit Meeting and Church Council Secretary)

Paid staff are:

- Pastoral Worker (currently on maternity leave)
- Facilities Manager
- Administrator
- Caretaker
- Cleaner

Their work is supplemented by a small army of volunteers who give of their time and talents as part of their daily discipleship; the Mission could not function without them.

Date of approval by Bolton Methodist Mission Trustees: 10th December, 2019

Paul Martin

Signed: Paul Martin (Superintendent Minister)

Signed: Mary Glanvill (Circuit Meeting and Church Council Secretary) *m k Glanvill*

CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

Bolton Methodist Mission Church

FOR THE YEAR ENDED

31 August 2019

Circuit	Circuit no	6/2
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Registered Charity - Charity Registration number

1130745

If not a registered charity Her Majesty's Revenue and

Customs Gift Aid number

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist churches in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Minister:

Rev Paul Martin

Church Stewards:

Mr Philip Glanvill
Mr Robert Marshall

Treasurer:

Mrs Diana Bradley

Bolton Methodist Mission

Church

SECTION A		Unrestricted Funds		Restricted Funds		Totals this year		Totals last year	
RECEIPTS		Note							
Offerings and Tax recovered		41,916		41,916		41,916		55,802	
Bank and CFB interest and investment income		202		202		202		151	
Lettings		90,249		90,249		90,249		77,604	
Other receipts		71,959		71,959		71,959		81,228	
TOTAL RECEIPTS		204,326		204,326		204,326		214,785	

SECTION E	Please follow the Guidance Notes to complete this page Summary of the Church accounts for the year ended 31 August 2019 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.
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INTERNAL ORGANISATIONS	Sub total of Internal Organisations funds	Church accounts (totals brought forward from page 2 - totals column)	BY CHURCH TOTAL CASH FUNDS HELD	Continue on a separate sheet if necessary and bring the totals forward
Receipts	(1,470)	204,326 (a7)	202,856	TOTAL RECEIPTS
Payments		160,263 (b9)	160,263	TOTAL PAYMENTS
Net Receipts/ Payments		44,063	42,593	
Adjustments				
Opening balances		(14,186) (e11)	70,784 (c6)	56,598 (x)
Closing balances		(15,656) (e12)	114,847 (c8)	99,191 (y)

SECTION F

CHURCH - CASH FUNDS HELD at 31 August 2019	
Cash in hand	
Bank Current Account	
Bank Deposit Account	
Central Finance Board	
Trustees for Methodist Church Purposes	
Other funds	
SUB TOTAL - Church accounts	
Total funds held by Internal Organisations (the closing balance total from above) (e12)	
TOTAL CASH FUNDS HELD BY CHURCH	

	32,147
OPENING BALANCES	
(x)	17,961
(e11)	(14,186)
(c6)	32,147

	81,606
CLOSING BALANCES	
(c8)	81,606
(e12)	(15,656)
(y)	65,950

SECTION 6

SECTION G	
OTHER ASSETS and LIABILITIES	
Investments (include Endowments)	
Land & Buildings (see notes re Insurance value)	
Other Assets	
Loan(s) - show amount outstanding at year end	
Other Liabilities	

45,755	
15,108	
5162	
(7,000)	
(16,513)	

At
1 September 2018

45,037	
15,108	
6884	
(7,000)	

At
31 August 2019

^{f4} Include only Funds held at the Central Finance Board
^{f5} Include only Funds held at Trustees for Methodist Church Purposes
^{g1} Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5

Name of Church ... BOLTON METHODIST MISSION No. 1130745

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2019 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer
Date 2.12.19

Name and address of treasurer DIANA BRADLEY

15 SHREWSBURY ROAD BOLTON Post Code BL14NW

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2019 were/will be presented to the meeting of the Church trustees held on 10.12.19

Signature of the Chair of the meeting
Date 10.12.19

Name of the Chair of the meeting REV PAUL MARTIN

Independent Examiner's Report to the Trustees of the

BOLTON METHODIST MISSION Church

Charity Number 1130745

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Bolton Methodist Mission Church for the year ended 31 August 2019 set out on pages 1 to 3. As the Church's trustees, 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 Church's accounts carried out under section 145 of the 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.

* delete or circle as appropriate

Name of Church .. Bolton Methodist Mission No 1130745

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 (other than that disclosed below*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

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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.

I have/have not* obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Signature of independent examiner

DAVID

Name of independent examiner

DAVID TOMKINS

Relevant professional qualification of independent examiner

FCA

Name of firm (where appropriate)

/

Address

23 TEUNIS DRIVE, GARSIM, LANC

Post Code

PR315P

Date

2/12/19

* delete or circle as appropriate

Sep-19

Name of Church Bolton Methodist Mission No 1130745

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 (other than that disclosed below*) which give me cause to believe that in, any material respect:

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Signature of independent examiner DATE

Name of independent examiner DAVID TOMKINS

Relevant professional qualification of independent examiner FCA

Name of firm (where appropriate) /

Address 23 TEUNINGS DRIVE, GARSIMLEY, LANC

Post Code PR315P

Date 2/12/19

* delete or circle as appropriate

Sep-19