

The Methodist Circuit of Gloucestershire

Registered Charity No. 1136205

Annual Report and Financial Statements for the Year ended 31 August 2019

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2019**

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS

TRUSTEES The trustees are the members of the Circuit Assembly. Appendix 1 contains a full list of the elected church representatives and ex officio, or appointed, others who were trustees during the year. A complete list of trustees during the year is available on request from the circuit office.

CIRCUIT EXECUTIVE	Rev'd Dr James Tebbutt	Superintendent Minister	(from Sep '13)
	Rev'd Dr Simon Topping	Deputy Superintendent Minister	(from Sep '15)
	Rev'd Michelle Ireland	Minister Representative	(from Sep '18)
	Rev'd Phil Summers	Minister Representative	(from Sep '16)
	Brian Cook	Finance	(from Sep '15)
	Russell Buley	Learning & Caring	(from Mar '17)
	Rev'd Martin Turner	Mission	(from Mar '16)
	Moirra Anderson	Personnel	(from Sep '17)
	Richard Bretherton	Property	(from May '19)
	Andy Rickell	Public Issues	(from Sep '16)

CIRCUIT OFFICE HOLDERS

Finance Portfolio

Brian Cook	Portfolio Holder & Circuit Treasurer
Adrian Kilburn	Assistant Circuit Treasurer

Learning & Caring Portfolio

Russell Buley	Portfolio Holder
Russell Buley (acting)	Learning & Development Enabler & Liaison
Rev'd Diane Daymond	Pastoral Care Encourager
Russell Buley (acting)	Children & Young People Network Convener

Mission Portfolio

Rev'd Martin Turner	Portfolio Holder
Karen Burrige	Creative Arts
Alan Jackson	Housing Estates & Urban Officer
Rev'd Stuart Radford	Methodist Homes for the Aged Secretary
Sylvia Munns	MWIB – Circuit Chair
Rosie Emmerson	Rural Affairs Officer (until April '19)
Brenda Climer	Secretary of Vision & Strategy for Mission Group

Personnel Portfolio

Moirra Anderson	Portfolio Holder
Peter Gardner	Safeguarding Officer
<i>Vacant</i>	Lay Employment Officer

Property Portfolio

Richard Bretherton	Portfolio Holder (from May'19)
Andrew Owen(acting)	Circuit Property Support Officer (until April 2019)
Bernie Brewster	Church Property Projects Officer
Rev'd John Beardsley	Archivist
Sue Woodward	Archivist
Sally Hall	Lead Manse Steward
John Bailey	Schedules Officer

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(continued)**

Public Issues	Andy Rickell	Portfolio Holder
	Rev'd Dr John Sampson	Multi-Faith Officer
	Alison Jackson	Public Issues Officer
	Andy Rickell	Disability Advisor
	Noel Sharp	Social Responsibility Officer
Superintendent's Portfolio	Rev'd Dr James Tebbutt	Superintendent
	Graham Miles	Ecumenical Officer
	Adele Garner	Local Preachers and Worship Leaders Meeting Secretary
	Ann Pearce	Local Preachers Training Group Convener and Lead Tutor
	David Bennett	Media Officer (until May 2019)
	Rev'd Dr Simon Topping	Deputy Superintendent & Chair of Local Preachers' Training Group
CIRCUIT OFFICE	18 College Green, Gloucester, GL1 2LR	
AUDITORS	Hazlewoods LLP Windsor House Bayshill Road Cheltenham GL50 3AT	
BANKERS	Santander Bank	
INVESTMENT MANAGERS	Central Finance Board of the Methodist Church 9 Bonhill Street London EC2A 4PE	
REGISTERED CHARITY	1136205	

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TRUSTEES' REPORT

The trustees present their annual report together with the financial statements and the auditor's report of The Methodist Circuit of Gloucestershire for the year ended 31 August 2019. The annual report serves the purposes of both a trustees' report and a directors' report.

STRUCTURE, GOVERNANCE & MANAGEMENT

The Methodist Circuit of Gloucestershire is part of the Methodist Church in Britain, which is constituted under the Methodist Church Act 1976 and a Deed of Union and is governed by The Constitutional Practice and Discipline of the Methodist Church. The Circuit, which came into being on 1st Sept 2008, was registered as a charity with number 1136205 on 4th June 2010.

APPOINTMENT OF TRUSTEES

All ministers, presbyteral and diaconal, stationed in the Circuit by the Methodist Conference are members of the Circuit Meeting otherwise known as the Circuit Assembly and therefore trustees (subject to those ministers who do not hold pastoral responsibility within the Circuit notifying the Superintendent of their wish to be members of the Assembly and trustees for the relevant year).

Lay workers who are members of the Methodist Church and who are employed in the Circuit may also be appointed by the Circuit Assembly to be members of it and trustees for the relevant year.

The following are ex-officio members of the Circuit Assembly: Circuit portfolio holders who are the circuit stewards (Finance, Learning & Caring, Mission, Personnel, Property, Public Issues). Other appointed circuit officers (for example, the safeguarding officer, the archivists, etc.) may also be members of the Circuit Assembly if they choose to be. All circuit stewards and circuit officers are subject to appointment and annual re-appointment by the Circuit Assembly.

Additionally, each church is entitled annually to appoint three representatives to the Assembly (usually a church steward and the church treasurer plus one other). The Local Preachers' and Worship Leaders' Meeting is entitled annually to nominate up to ten of its members (including the secretary and the convener of the local preacher training group who are ex-officio members of the Assembly).

The Assembly has power to appoint other members and welcomes the attendance of those who are not members of the meeting, who however may on occasion be asked temporarily to vacate the meeting when a particular item is being discussed and who may not vote on any issue.

The total membership of the Assembly that served during the 2018-19 year was 137 (see Appendix 1).

TRUSTEE RECRUITMENT, INDUCTION & TRAINING

As outlined above, the appointment of the majority of the membership of the Assembly is outside the control of the meeting (but in accordance with the Methodist Church's Constitutional Practice and Discipline). In appointing circuit portfolio holders and other officers, the meeting seeks to fit the particular gifts and skills of an appointee to the needs of the vacancy that is being filled and to achieve the best balance of gifts and skills among office-holders to further the work of the Circuit and its churches.

ORGANISATION

The Circuit Assembly met on three occasions in 2018-19. The Circuit Executive, appointed by the Circuit Assembly, comprises the Superintendent, the appointed deputy, two other ministers elected by the staff meeting and up to six portfolio holders (who function as the circuit stewards). It met on five occasions in 2018-19. It acts on behalf of the Circuit Assembly when circumstances so dictate and brings its decisions to the Assembly for scrutiny and its recommendations for approval. The Assembly retains overall responsibility for the Circuit's mission strategy; the invitation of ministers; the admission of people to the office of local preacher; and decisions on formal explorations of calls to ministry and candidates for the ordained ministry.

The Methodist Church stations a presbyter to be the Superintendent of the Circuit who is to provide leadership and cohesion within the Circuit and whose duties are set out in the Standing Orders of the Church which are to be found in The Constitutional Practice and Discipline of the Methodist Church. The Circuit has also appointed one of the presbyters to be a deputy.

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ORGANISATION (continued)

Circuit churches:

(Note: designation for LEPs – M-Methodist, A-Anglican\Church of England, U-United Reformed Church, B-Baptist, C-Congregational Federation)

Abbeydale, Christchurch (LEP – A, M, U, B)	Amberley, Holy Trinity (LEP – A, M)
Apperley	Aylburton
Bailey Lane End	Bishop's Cleeve
Bream	Brimscombe
Cam	Chalford Hill
Cheltenham, Bethesda	Cheltenham, St Mark's
Cheltenham, Whaddon, St Michael's (LEP – A, M)	Churchdown
Cinderford	Cirencester, Ashcroft (LEP – M, U)
Clements End	Coalway
Drybrook	Dursley
Eastington	Fairford (LEP – C, M)
Gloucester, Barton Street	Gloucester, Lonsdale Road
Gloucester, St John's	Hartpur
Hawling	Hucclecote
Lydney (see note below)	May Hill (see note below)
Nailsworth, Christ Church (LEP – B, M, U)	Newent, St Mary's (LEP- A, M)
Pillowell	Quedgeley
Randwick, St John the Baptist (LEP – A, M)	South Cerney (LEP- M,C)
Stonehouse	Stroud, St Alban's (LEP - A, M)
Tetbury, Christ Church (LEP – M, U)	Tewkesbury
Tibberton (see note below)	Winchcombe
Woolaston	Wotton-under-Edge (LEP – M, U)

Notes:

- The local Church Council at Lydney agreed to cease worship at their premises in July 2018, but continue to meet at a local venue. Permission has been given to sell the church building and associated caretaker's cottage with the proceeds intended to be added to the Circuit funds.
- The local Church Council at Tibberton agreed to cease worship at their premises in September 2018 but continue to meet at and share some services with the parish church. Permission has been given to sell the church building with the proceeds provisionally agreed to be used for the possible redevelopment of another church in the Circuit.
- The local Church Council at May Hill agreed to cease worship at their premises in June 2019. Permission has been given to sell the church building with the proceeds intended to be added to the Circuit funds.

We thank God for the years of faithful witness and service at these three chapels which now continue in a different form and venue at two of them. In addition to the churches listed above, there is North Cerney Fellowship which is constituted as a class of Cheltenham, Bethesda.

RISK MANAGEMENT

The Circuit continues to develop or apply robust procedures for safeguarding children, young people and vulnerable adults; each church has its safeguarding officer. The circuit safeguarding officer organises an active and on-going training programme for all those whose church office demands such training is undertaken; ensures that appropriate policies, checks and declarations are in place or obtained at Circuit level; liaises with external safeguarding authorities as necessary and advises local churches as required.

The Circuit endeavours actively to maintain, promote and review various policies which help to manage risk, including concerning financial process and the holding of reserves; the management of property and health and safety; and the employment of personnel and lone working.

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CHARITABLE OBJECTIVES AND PRINCIPAL ACTIVITIES

The charitable objectives are the advancement of religion, in particular as set out or referred to in the purposes, doctrines and provisions of the Constitutional Practice and Discipline of the Methodist Church. The Circuit seeks to live out the calling of the Methodist Church which is summarised thus:

"The calling of the Methodist Church is to respond to the Gospel of God's love in Christ and to live out its discipleship and mission. Inspired by Our Calling, we aim:

- To increase awareness of God's presence and to celebrate God's love;
- To help people grow and learn as Christians through mutual support and care;
- To be a good neighbour to people in need and to challenge injustice;
- To make more followers of Jesus Christ."

The Circuit encourages and supports the churches within it in the provision of regular public acts of worship open to members and non-members alike; the provision of space for prayer and contemplation; the teaching and sharing of Christianity through sermons, courses and small groups; pastoral work; the provision of opportunities for worship, teaching, fellowship and social inter-action for all ages and genders; the support of other charities in the UK and overseas with both prayer and finance.

The aims, objectives, policies and activities of the Circuit are under regular review, with particular attention being given to the church/community interface, and to undertaking and prioritising the Circuit's endeavours in accordance with its mission policy.

MISSION POLICY

Following consultation throughout the Circuit, the '**Circuit Vision and Strategy for Mission Statement**' was adopted by the March 2017 Assembly for the following five years (a copy is available on the circuit website or from the circuit office). The Circuit's purpose is summarised as being: 'The Methodist Circuit of Gloucestershire exists to join in God's mission: we seek to offer God's love to the people of Gloucestershire as an inclusive 24/7 church'. The Statement sets out the Circuit's vision and its strategy for mission for the four Methodist 'Our Calling' areas of Worship, Learning and Caring, Service and Evangelism.

The policy is intended to guide and prioritise the Circuit's use of its financial, people and property resources, and to encourage and guide local churches in their own mission and ministry. Work and consultation to develop further and implement the Circuit's vision and strategy for mission are continuing endeavours. (See under Mission Portfolio below).

Thus the Circuit's mission policy is intended to guide:-

- the ministerial oversight of the local churches in the Circuit (this includes those churches in a variety of ecumenical partnerships);
- a. the support of a ministry team of presbyteral ministers, deacon, supernumerary ministers, lay community, family or outreach workers, a lay chaplain to Hartpury University, and lay circuit administrators;
- b. the location and maintenance of the manses;
- c. the financial ability to underwrite current and future specific circuit projects thereby ensuring that they are able to be created and sustained.

ACHIEVEMENT AND PERFORMANCE

The Circuit was formed on 1 September 2008 with the amalgamation of the former Cirencester, Stroud & Dursley, Gloucester, Tewkesbury & Cheltenham and Forest of Dean Methodist Circuits, comprising (at the outset of the 2018-19 financial year) 44 churches. The Circuit is responsible for raising the stipends and attendant costs of its ministerial and lay employed staff.

The Circuit's churches include 12 ecumenical partnerships of various kinds, linking us with the Baptist Church, Church of England, the Congregational Federation and the United Reformed Church. Two of these churches - Christchurch, Abbeydale (Gloucester), a Local Ecumenical Partnership - and Christ Church, Nailsworth, a Local Ecumenical Partnership - whose membership includes a significant proportion of Methodists - appoint and house their own ministers, whilst in several of the other LEPs ministry is shared with the other participating denominations.

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ACHIEVEMENT AND PERFORMANCE (Continued)

The Circuit is richly diverse sociologically and theologically, with churches serving city centre, inner city, suburban, town, village and hamlet locations. Styles of worship vary and several churches experiment with different worship styles, times and settings, with encouragement that churches learn from one another.

The Circuit, as a whole and through each of its churches, has sought faithfully to worship and serve God, being often expressed through care, fellowship and service through and beyond each of its churches. The Circuit has sought to connect up, encourage and resource its various churches and members in a variety of ways, including through deployment of ministers and staff, communication and the provision of various aspects of administrative support, the provision of safeguarding, pastoral and other training, and through the holding of special services and events. The Circuit has sought to encourage giving, not just to the Circuit for its charitable purposes but more widely to various other local and wider charitable causes.

Particular areas of the Circuit's endeavours are detailed in the **Portfolio Reports** set out below (the Finance Portfolio is dealt with later under '**Finance Review**').

Superintendent's Portfolio

With the guidance and support of relevant officers:-

- regular meetings of all staff have continued to be held monthly
- the connexional interim supervision policy has been introduced for presbyters
- appropriate contacts and contributions to local media have been maintained;
- local preachers and worship leaders have been planned to take or help lead services and worship; fellowship and accountability have been maintained; and new or existing preachers and worship leaders trained (including through a Local Preachers Training Group and the work of several local tutors);
- various ecumenical relationships have been maintained, both in the Circuit's Local Ecumenical Partnerships and more widely, and various LEPs have been reviewed or their arrangements revised.

In partnership with others, the Superintendent has exercised a general oversight over the Circuit and its churches; and in particular has sought to uphold and implement the Circuit's Vision & Strategy for Mission, including by encouraging the Circuit and its churches, ministers, officers and members to embody and apply the theological, missional and practical policies and priorities identified through the Vision & Strategy for Mission. The Superintendent has sought with others to nurture the Circuit's relationships within and beyond the Circuit; and has reflected as the opportunity arose with a number of the churches and individuals about their particular well-being, endeavours and plans.

Addendum from the circuit stewards: An additional burden for the Superintendent this year which necessarily took much time and energy was his having to undertake much of the work associated with the property portfolio when the previous holder stepped down from the role in anticipation of a move away from the Circuit. This was particularly disappointing as it was known in January that 2018-19 was to be the final year of the Revd. Dr James Tebbutt's tenure as Superintendent in this Circuit subject to ratification by the Methodist Conference of his appointment as Chair of the Cumbria Methodist District from 1 September 2019. The unexpected workload associated with property affairs together with the prolonged absence through illness of two presbyteral staff added to his responsibility for the management of resources and made this a final year fraught with difficulties. The circuit stewards remain very grateful to him and to the supernumerary ministers and others who stepped forward to assist.

Learning & Caring Portfolio

During the connexional year 2018-19 the programme of learning and training opportunities for the Circuit included sessions held in four churches on how best to deal with loss and bereavement and sessions held in three other churches on the art and function of story telling. The ministry of healing was presented and discussed at a day conference which was followed by a Sunday evening Act of Worship devoted to the same subject. Sets of booklets for the "Holy Habits" course have been added to our training resources and have been adopted for regular use by study groups in a number of our churches. "Holy Habits" seeks to deepen and develop Christian discipleship through the intentional living of ten habitual practices recorded in accounts of the life of the early church as recorded in Acts of the Apostles.

Additional quarterly meetings in each of the four areas of the Circuit are now being held regularly for our local preachers as workshops in anticipation of the next three months' lectionary Bible readings. These have been organised and led by the Vision and Strategy for Mission Task Force.

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Young people from Circuit churches took part in a residential weekend in July organised by PSALMS (Putting Sport alongside Local Ministry). Their participation was in part funded by Circuit grants,

The Circuit now provides a Bristol Methodist District representative on the Forum of the South West Learning Network of the Methodist Church which will give access to a further range of training and learning opportunities offered by members of the connexional team.

Russell Buley, Circuit Steward holding the Learning & Caring Portfolio

Mission Portfolio

The work of the Vision and Strategy Group set up in 2015/16 has largely come to an end as the four time-limited sub-groups, namely the Worship Task Force, the Church Task Force, the 24/7 Task Force and the New Ways of Expressing the Gospel Task Force have finished their work. As this report is being written there is discussion as to whether or not the work of the Vision and Strategy Group would best be dealt with by the Circuit Executive, with the proviso that, as the Vision and Strategy Group hope, the Circuit continues to ask questions about increasing professional support and the appropriate level of Circuit staffing. We trust that these two issues will be kept on the agenda. A new initiative on the mission front is the setting up of a training programme enabling people to have more confidence in personal evangelism.

Individual officers within the portfolio have continued to undertake and promote their particular responsibilities which include the promotion of creative arts in worship; mission and ministry awareness and response in housing estate and urban or rural contexts; the fellowship and endeavours of Methodist Women in Britain; and the raising of funds including for Methodist Homes for the Aged.

My term of office ends at the close of the 2019-2020 connexional year. I should like to thank colleagues for their support and stimulation as we have grappled with some significant and difficult issues – and we will continue to do so.

The Revd. Martin Turner, Circuit Steward holding the Mission Portfolio.

Personnel Portfolio

During the Methodist connexional year 2018-19 (which runs from 1 September 2018 until 31 August 2019) our **ministerial staffing** was as follows:-

10 full-time presbyters; 2 part-time presbyters; 2 authorised presbyters; 3 part-time supernumeraries. A new deacon joined the Circuit in September 2018 as replacement for the previous deacon who retired in August 2018, plus a full-time URC minister.

This equates to 11.83 full-time equivalent presbyters receiving the stipend prescribed by the Methodist Conference for that year plus the URC presbyter. The supernumeraries were not paid stipends. Abbeydale (Gloucester) and Nailsworth Christ Church employ their presbyters independently.

During the year a well-defined consultative process of invitation was administered with respect to three of the presbyteral vacancies which had arisen as a consequence of the stationing for September 2019 of our Superintendent as Chair of Cumbria Methodist District; a presbyter moving to the Lincolnshire District; and the retirement of a presbyter through ill health. The connexional stationing procedure led to the stationing of a new Superintendent, an experienced presbyter and a presbyteral probationer in our Circuit from 1 September 2019.

Lay employment in the Circuit included:-

- two part-time administrators, one whose work focused primarily on finance, and the other on general administration, both working in the circuit office at 18 College Green, Gloucester which is leased by the Circuit from the Dean & Chapter of Gloucester Cathedral.
- four part-time children/ youth/ families outreach workers based in the Methodist churches at Tewkesbury, Eastington, Gloucester Lonsdale Road and Churchdown, along with a part-time hospitality worker at Cheltenham Bethesda Methodist Church. Additionally, a full-time mission and outreach project worker was employed at Cirencester Ashcroft Methodist Church. The Eastington worker resigned in August 2019 with no immediate replacement.
- two leaders of single session children's groups at Cirencester Ashcroft and Tetbury.

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- a new part-time lay chaplain took up her role at Hartpury University in October 2018 as a replacement for the previous chaplain. This appointment is jointly funded by the Methodist Circuit, the Diocese of Gloucester and Hartpury University.
- the role of a previously employed part time administrative assistant (who worked to support the Superintendent) came to an end in August 2019.

Moir Anderson, Circuit Steward holding the Personnel Portfolio

Property Portfolio

The Circuit continued to maintain 13 manses for the presbyters and deacon.

The manse stewards team has led a process of inspections and maintenance with the result that work was put in place to ensure manses were structurally sound and suitably maintained for use by our ministers. Similarly, the appointed burial ground stewards monitor the Circuit's retained burial grounds. £41,064 was spent in the year maintaining the manses, circuit office and various graveyards which are maintained by the Circuit.

Options for re-developing the layout of the Yew Tree premises have been discontinued owing to cost. Electrical work has been carried out there and further maintenance will be necessary to alleviate damp issues. Discussions and investigations have also continued concerning the repair or replacement of a wall at the Leckhampton Road, Cheltenham manse.

Quotes have been accepted for the renovation of the retaining wall at Oakridge Lynch. Contractors have been appointed subsequent to the end of the period to which this report relates to carry out the structural work as per plans produced by our structural engineers. When complete the owner of the adjoining property will assume responsibility for overseeing the facing of the wall and the subsequent maintenance of that facing.

Churches investigating or undertaking development or refurbishment projects included St John's Northgate (Gloucester) and Tewkesbury.

Additionally:-

- The sale of Sheepscombe Methodist Church building and graveyard is finally proceeding and in the hands of solicitors.
- Agents have been instructed for the sale of the Lydney & Tibberton Methodist Church buildings.
- May Hill Chapel has closed and planning will be sought for its conversion to residential use.
- The future use of Cinderford Methodist Church building is under discussion. It has already been registered as an Asset of Community Value.

Richard Bretherton, Circuit Steward holding the Property Portfolio.

Public Issues Portfolio

The Circuit's Public Issues and Social Responsibility team meets quarterly to consider ways to offer leadership on this portfolio to the Circuit. The team led the Circuit Assembly to agree the following resolution at its meeting in March 2019 :-

The Gloucestershire Methodist Circuit, as part of its Vision and Strategy for Mission, is committed to working for an end to homelessness and for decent housing for all in Gloucestershire. To this end, the Circuit commits to enabling the following actions :-

- 1. When undertaking a review of any of our surplus property, consistent with our mission, consideration will be given to converting it to provide emergency accommodation, long term affordable housing and/or used for services that support people at risk of homelessness or who lack decent affordable housing, working with specialist providers where appropriate. In seeking to review church sites for development the Methodist Church should be willing to balance social community value of new homes in place of commercial return in order to facilitate developments that would otherwise favour schemes which deliver the highest possible monies;*
- 2. To campaign at local and national government level and amongst other influential agencies,*
 - to ensure that there is sufficient emergency accommodation locally for all that need it in place within 12 months, so that there are no rough sleepers and that everyone is re-housed within the local community;*
 - to ensure that there is sufficient decent, sustainable, affordable housing across the county for all local people in need of housing within 5 years. This may include campaigning for an end to Right to Buy, against "nimbyism" and for easier planning requirements for new social housing;*

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3. Churches to be a publicised signpost for anyone at risk of homelessness, for them to be appropriately referred onwards. (This might include an appropriate public notice outside each church, plus a willingness to welcome anyone at risk of homelessness should they enter church premises seeking help);

4. To support churches and church members wanting to engage more deeply with local people facing poverty, insecure housing and homelessness, and/or mental health issues, by compiling information sheets/packs for churches, offering training/discussion forums for church members on these issues, and/or signposting to funding opportunities for relevant church projects;

5. To seek to work with all other churches across the county, and all other agencies keen to address homelessness and the lack of sufficient affordable housing, to achieve any or all of the above.

The team is now supporting the Circuit to implement the resolution and encouraging circuit churches and members to get directly involved. The team is also supporting circuit churches to become Eco Churches, and supporting the whole Circuit to become an Eco Circuit.

During the year, the Circuit launched its own Facebook page as a means to engage with the people of Gloucestershire about matters of concern affecting the spiritual, economic, social and environmental life of the county.

Andy Rickell, Circuit Steward holding the Public Issues and Social Responsibility Portfolio.

FINANCIAL REVIEW

As noted last year, our 'Balanced Budget' policy for our revenue income/expenditure was not possible, and reserves were again used to support our shortfall. A circuit review is commencing and will look, during 2019/20, at way in which expenditures may be reduced. This is necessary because of the recognition that individual churches are finding it difficult to fund the circuit costs through the current assessment process.

Our Reserves Policy (below) relates to our general (unrestricted) funds which are freely available to be used for any or all purposes of the Circuit. Other funds are also included for the sake of clarity and openness and to show that the Circuit has a policy for the management of all its money not simply those which are defined as reserves.

Financial Aims

Our aim is twofold:

- To secure and sustain the Circuit's viability and future.
- To give reassurance to the general public that the Circuit, which is a charity, intends to use all of the money coming into its care for the purposes of the charity.

Principal Funding Sources

The principal funding source of the Charity:

- is raised primarily in the form of assessments (levies) on each of our circuit churches, as set out by Standing Orders..
- To support our missional work, additional funding comes from external sources in the form of grants, which relate to a specific project and for a limited period of time.
- Rental income from three investment properties, one of which is a primary school leased by Gloucestershire County Council.
- Rental income for part of the year for an unoccupied manse.

We understand the requirements under charity regulations to disclose our involvement in fundraising. The Charity does not generate funds from commercial activities and charitable activities other than identified above.

Assessments (monies levied on each church in the Circuit) provide the majority (over 90%) of the Circuit's income (excluding recovery of lay employment salary costs through grants and churches). A Circuit Finance Support Group, representative of large and small, urban and rural churches assists the circuit treasurer and assistant treasurer in monitoring and reviewing the changes in the assessment calculation process, as well as the regular financial monitoring.

The circuit assessment is reviewed annually and covers the costs of 1a-c of the Mission Policy, together with other general administration expenses. It is calculated on a combination of

- i. The unrestricted and non-designated income (excluding lettings income) of a church.
- ii. The number of members in each church.
- iii. The average attendance at services, averaged over the year.

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The current proportional split is (i) 60%, (ii) 20%, (iii) 20%.

Support to churches having difficulty meeting the agreed assessments, or because of particular local difficulty, has been offered through an assessment relief grant or other available funds. Financial support for churches will be continued where appropriate.

Grants

Through the Model Trust Fund (MTF) and other funds, grants were made available for assessment support. The MTF, and other circuit funds, were also used to support the outreach workers as well as general expenditure.

The following grants were also made during the year:

- £8,821 – To support assessment contributions from some churches.
- £366 – The deacon's work at Innsworth.
- £325 – A defibrillator installation at Cirencester, Ashcroft Road.
- £600 – To Cam church, for the creation of an outreach space in the vestibule.
- £2,215 – Following the employment of the new chaplain at Hartpury University, the balance of funds previously received from grants was transferred to the university for the work of the chaplain.
- £30,405 – As a contribution\grant towards the employment of church-based lay workers plus the Hartpury chaplaincy.

Financial Summary for	2018/19	2017/18
Incoming Resources		
• Assessments	£754,395	£739,010
• Property\Investment	£29,119	£22,024
• Other Income	£91,993	£79,909
• Proceeds of Sale from Circuit Property	£8,606	£63,246
• TOTAL	£884,113	£904,189

Under Standing Orders, the Circuit must meet its financial obligations in relation to the support of its ministers and other staff and the maintenance of the manses. The total costs for the year were:

Resources Expended		
• Staffing	£578,551	£536,064
• Manse Maintenance	£19,574	£24,824
• Property\Church Grants	£20,370	£16,959
• District Assessment Costs	£158,663	£151,557
• DAF Levy	£11,982	£7,841
• Other Governance Costs	£171,583	£170,682
• TOTAL	£960,723	£907,927

Net Movement in Funds		
TOTAL Deficit	(£76,610)	(£3,738)

FUNDS

The Circuit Model Trust Fund (MTF) – The receipts are principally derived from monies received from the sale of chapels, manses and other property, less legal fees and a compulsory levy to the Connexional Property Fund (CPF). (for sale values up to £100,000, the levy is 20%; over £100,000, levy = 40%).

The MTF is unrestricted in its nature, being available for all Methodist Trust purposes. The Model Trust Fund is used by the Circuit for a variety of mission, ministry and property projects. A compulsory annual levy (based on the year-end balance of the Fund) transfers funds to the Bristol District to be made available by the District by way of grants in respect of new initiatives in mission and ministry. This levy taken on 1/9/2018 was £11,982. On the basis of the fund balance at 31/8/19, the levy to be taken on 1/9/19 will be £4,250.

	2018/19	2017/18
MTF Balance at 31/8/2019:	£135,002	£276,429

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2019**

Main MTF Movements: Income – Interest\Fund Revaluations £2,526; Outgoings – £130,818 Transfer to other Circuit funds to cover budget support costs in year plus known committed projects (lay and property work).

Other Funds :

- The Circuit took over the trusteeship of 2 Trust funds, value £5,088, following the closure of the Sheepscombe Chapel.
- The Circuit took over trusteeship of a Trust fund, value £1,407 following the previous closure of a chapel at High Leadon.

RESERVES POLICY

As at 31 August 2019 the Circuit had the following funds:
(See Note 14 to the Financial Statements for details of funds held)

	2018/19	2017/18
Restricted	£ 36,499	£ 42,827
Designated	£ 149,771	£ 99,855
Unrestricted (manse properties)	£ 4,025,941	£ 4,025,306 **
Unrestricted (MTF+others)	£ 288,624	£ 409,454
Total Funds	£4,500,835	£4,577,445

** Note : These funds cannot be realised unless the manses are disposed of.

It is recognised that the level of Minimum Reserves is set to cover the running costs of the Circuit (mainly ministers\staff costs) in the event of a sudden drop in income. In practice, the loss of charity income (substantially being assessments from churches) would, in reality, be on a gradual basis over a number of years (i.e. if church membership declined and leaving a church less able to pay the full level of assessment). In the event of this type of decline, there would be time and options for structured planning of the re-deployment of ministers within the wider Methodist Connexion, with the consequential saving in circuit costs. Indeed, in the regrettable event of a church closure and subsequent sale, additional funds would be available to cover commitments .

It was considered that we could sensibly set the level of Minimum Reserves necessary at £100,000 to provide a level sufficient for day-to-day cash flow and a level of funds which could be made available for unidentified projects. This does not affect the viability of the Charity (the Circuit) whilst, at the same time, making available funds for supporting those future mission options.

Balance of Unrestricted Funds

Unrestricted funds over the Minimum Reserves level, are available for identified projects or general budget support, if approved by the Circuit Assembly.

As noted in the 'Mission Portfolio' sub-section of the report, The Circuit is continuing to implement its Vision and Strategy for Mission. These proposals may include recommendations for appropriate expenditure to support the missional work of the Circuit. The Circuit Property Group is considering the further work indicated in the property report above, which collectively is likely to require some significant expenditure (and in recent years the manse maintenance costs have turned out to be necessarily higher than those originally budgeted given some particular unforeseeable issues). Additionally, the Circuit's churches continue to consider possibilities for the appointment of lay staff to new posts. Such expenditure or any new posts are likely to need to be funded in part/all through our regular Revenue Budget, but also through the use of the available unrestricted funds. It would not therefore be prudent fully to commit\distribute all 'unrestricted' funds at present, given the combination of factors and possibilities at this time, and not least during this phase of the Vision and Strategy for Mission process.

STAFFING COMMITMENTS

We supported the lay workers who work in the following areas of the Circuit:-

- Part-time Families or Communities Workers at Tewkesbury, Eastington, Gloucester Lonsdale Road, Churchdown
- Full-time worker at Cirencester Ashcroft;

We have, in partnership with the Gloucester Diocese and Hartpur University, supported a

- Part-time chaplain at Hartpur University.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2019**

The Circuit is grateful to the Bristol District of the Methodist Church for grants which have supported the lay worker at Gloucester Lonsdale Road,

The Circuit has also received separate grant aid towards the ordained ministry at Eastington.

Brian Cook, Circuit Steward holding the Finance Portfolio.

TRUSTEES' RESPONSIBILITIES

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Circuit Meeting to prepare financial statements for each financial year which give a true and fair view of the state of the Charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements, the Circuit Meeting has:

- selected suitable accounting policies and applied them consistently;
- observed the methods and principles in the applicable Charities SORP;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue.

The Circuit Meeting (Assembly) is responsible for ensuring that the relevant circuit stewards, officers and administrators keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with applicable regulations. It is also responsible, including through the appointment of relevant circuit stewards, officers and administrators, for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

As far as the trustees are aware, there is no relevant audit information of which the charity'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.

FUNDS

The funds held by the charity are detailed in note 14 to the financial statements.


AUDITORS

The Circuit's auditors, Hazlewoods LLP have indicated their willingness to accept reappointment as auditors.

ON BEHALF OF CIRCUIT MEETING



Revd John Hellyer - Superintendent Minister


Date

**INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
YEAR ENDED 31 AUGUST 2019**

Opinion

We have audited the financial statements of The Methodist Circuit of Gloucestershire for the year ended 31 August 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 August 2019 and of the incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept by the charity, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
YEAR ENDED 31 AUGUST 2019**

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards of Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity's trustees, as a body, in accordance with section 144* of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an auditor's 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 Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.


.....
Hazlewoods LLP - Statutory Auditor

Windsor House
Bayshill Road
Cheltenham
GL50 3AT

Date... 12 March 2020

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
CIRCUIT STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 AUGUST 2019**

	Note	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total 2019 £	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total 2018 £
INCOME							
Grants and donations		91,993	-	91,993	79,766	143	79,909
Charitable activities							
Assessments		754,395	-	754,395	739,009	-	739,009
Church sale proceeds		8,606	-	8,606	63,246	-	63,246
Investments							
Property income	2	24,869	-	24,869	18,217	-	18,217
Investment income	3	3,933	317	4,250	3,527	281	3,808
Total income		883,796	317	884,113	903,765	424	904,189
EXPENDITURE							
Raising funds							
Property	4	(5,866)	-	(5,866)	(4,208)	-	(4,208)
Charitable activities							
Grants	5	(20,370)	-	(20,370)	(16,959)	-	(16,959)
Other	5	(934,454)	(33)	(934,487)	(880,799)	(5,961)	(886,760)
Total expenditure		(960,690)	(33)	(960,723)	(901,966)	(5,961)	(907,927)
Net movement in funds		(76,894)	284	(76,610)	1,799	(5,537)	(3,738)
Funds:							
Brought forward		4,534,615	42,830	4,577,445	4,532,719	48,464	4,581,183
Transfers between funds		6,615	(6,615)	-	97	(97)	-
Carried forward	14	4,464,336	36,499	4,500,835	4,534,615	42,830	4,577,445

The notes on pages 17 to 26 form part of these accounts.

The statement of financial activities includes all gains and losses recognised in the year.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
CIRCUIT BALANCE SHEET
AT 31 AUGUST 2019**

	Note	2019 8 March 2020 £	2019 £	2018 £	2018 £
FIXED ASSETS					
Tangible assets	10		3,608,749		3,608,114
Investment properties	11		<u>417,192</u>		<u>417,192</u>
			4,025,941		4,025,306
CURRENT ASSETS					
Debtors	12	406,894		455,944	
Cash and cash equivalents		<u>103,648</u>		<u>150,091</u>	
		510,542		606,035	
CURRENT LIABILITIES					
Creditors due within one year	13	(35,648)		(48,852)	
NET CURRENT ASSETS			<u>474,894</u>		<u>557,183</u>
PROVISIONS			-		(5,044)
TOTAL NET ASSETS			<u>4,500,835</u>		<u>4,577,445</u>
FUNDS					
Unrestricted funds	14		4,464,336		4,534,618
Restricted funds	14		36,499		42,827
TOTAL FUNDS			<u>4,500,835</u>		<u>4,577,445</u>

The notes on pages 17 to 26 form part of these accounts.

The financial statements were approved by the Circuit Meeting and authorised for issue on and signed on their behalf by:

.....
Revd John Hellyer- Superintendent Minister

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
CIRCUIT CASH FLOW STATEMENT
YEAR ENDED 31 AUGUST 2019**

	Note	2019 £	2018 £
CASH FLOW FROM OPERATING ACTIVITIES			
Net movement in funds		(76,610)	(3,738)
Adjustments for non-cash items:			
Depreciation	10	1,844	1,600
Net interest received		(4,004)	(3,468)
Loss on disposal of tangible fixed assets		95	2,195
Working capital adjustments:			
Decrease in debtors		56,819	15,089
Decrease / (increase) in creditors		(13,205)	18,271
Decrease in provisions		(5,044)	-
Net cash flow from operating activities		(40,105)	29,949
CASH FLOW FROM INVESTING ACTIVITIES			
Interest received		4,004	3,468
Purchase of tangible fixed assets	10	(2,574)	(1,942)
Net cash flow from investing activities		1,430	1,526
Change in cash and cash equivalents in the year		(38,675)	31,475
Cash and cash equivalents at 1 September		110,090	78,615
Cash and cash equivalents at 31 August		71,415	110,090
Cash and cash equivalents at 31 August		71,415	110,090
Other cash balances held by third parties		32,233	40,001
Cash and cash equivalents per balance sheet at 31 August		103,648	150,091

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

1 ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Circuit's financial statements.

Scope of the financial statements

The financial statements relate to the work of the Circuit, in all aspects.

Basis of preparation

The financial statements have been prepared under the historical cost convention in accordance with: applicable United Kingdom Accounting Standards; the Charity Commission 'Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The trust constitutes a public benefit entity as defined by FRS 102.

The functional currency of the Circuit is pound sterling (£).

Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. On review the trustees have concluded that they are to adopt the going concern basis in preparing the annual financial statements.

Judgements and estimation uncertainty

In the application of the Charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis.

The trustees have made judgements and estimates in respect of: the fair value of tangible assets; asset depreciation rates and the recoverability of debtor balances in preparing these financial statements.

Donated goods

Individual donated goods of a consumable nature valued under £500 such as harvest festival produce are not shown in these financial statements. Those over this amount or of a capital nature are recorded.

Income

Income as shown in the Statement of Financial Activities represents the net amounts from all sources.

Income is recognised in the accounting period in which it is receivable, except in the following circumstances, when the income is deferred and included in creditors;

- The income relates to a future accounting period
- A sales invoice has been raised ahead of the work being carried out and the charity is not contractually entitled to the income until the work has been done
- Not all the terms and conditions of the grant have been met, including the incurring of expenditure and the grant conditions are such that unspent grant must be refunded

Grants and donations

Grants and donations are included in full in the Statement of Financial Activities other than where grants are deferred to match the income to expenditure over the life of the project.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

1 ACCOUNTING POLICIES (continued)

Church sale proceeds

As required under Methodist Standing Orders, when a chapel is sold, sale proceeds (less costs and the Connexional Property Fund levy) are generally due to the Circuit, less a deduction paid to the Connexion. Such proceeds are recognised as charitable income in the year they are received.

Investment income

Investment income is included in the Statement of Financial Activities in the accounting period on a receivable basis.

Grants to local churches

Grants to local churches for property schemes and other purposes are accounted for as liabilities when they receive formal approval by the Trustees.

Other grants payable

Grants awarded to other charitable bodies are accounted for as liabilities in the year in which the award is made. Multi-period grants are accounted for in full in the year awarded where there is a binding commitment to make the future payments.

Designated funds

Where the Circuit has agreed to use its reserves to meet revenue costs or to meet future capital costs it has designated the funds within unrestricted reserves. It also makes provision in this way when it has indicated its support for a local church building scheme, but no actual liability has yet been created.

Expenditure

Costs are defined as follows:

Raising funds	Includes those costs associated with attracting voluntary income and in applying for new funding and sponsorship.
Charitable	The costs of delivering the charitable activities and the costs associated with meeting the constitutional and statutory requirements of the charity and including fees for external scrutiny of the accounts and costs linked to the strategic management of the charity.

All costs are allocated between expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of resources. Costs directly relating to a particular activity are allocated directly and other costs (support costs) are allocated on an appropriate basis to reflect the usage of resources.

Leased assets

In respect of leases that are operating leases, the annual rentals are charged to the Statement of Financial Activities on a straight line basis over the lease term.

Taxation

The Methodist Circuit is exempt from Corporation Tax by reason of its charitable status to the extent that income and gains are applicable and applied to charitable purposes only. Income tax suffered on deeds of covenant and gift aid or investment income is reclaimed in full.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

1 ACCOUNTING POLICIES (continued)

Fixed assets and depreciation

Fixed assets are shown at cost to the Circuit, with the exception of the manses and other property assets. These have been included at cost if purchased from third parties, or if received from other Circuits, at their carrying value from the donor. Assets costing less than £1,000 are written off as revenue expenditure in the year of acquisition.

Depreciation is provided to write off the cost or valuation less the estimated residual value of tangible fixed assets by equal instalments over their estimated useful economic lives as follows:

Manse	-	nil
Fixtures, fittings and equipment	-	25% per annum on cost

No depreciation is provided on freehold buildings, because of the estimated high residual value and the consequent immateriality of any depreciation charge. Freehold land is not depreciated. Fixed asset disposal proceeds are reported net of any levy payable to the CPF.

Investment properties

Investment properties are initially recognised at cost and subsequently at fair value at the reporting date. Depreciation is not provided on investment property.

Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are recognised at the invoiced cost prepaid.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognized where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension contributions

Methodist Ministers Pension Fund:

The Circuit is a member of the connexional pension scheme (MMPS) which covers presbyters and deacons of the Methodist Church. The contribution rates are set each year by the Methodist Conference. The MMPS is a multi-employer scheme, and in accordance with the guidance issued by the Charity Commission, the Circuit accounts for those contributions as if it were a defined contribution scheme. It has done so because it is unable to identify its share of the underlying assets and liabilities on a consistent and reasonable basis. Contributions are charged to the Statement of Financial Activity in the period in which they are payable.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

1 ACCOUNTING POLICIES (continued)

Pension contributions (continued)

Circuit Pension Scheme:

The Circuit contributes to a defined contribution scheme for its lay staff and makes employer contributions of 6% of salary.

Provisions

Provisions are recognised when the Circuit has an obligation at the reporting date as a result of a past event, it is probable that the Circuit will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

Financial instruments

Financial instruments are classified and accounted for according to the substance of the contractual arrangement, as financial assets or financial liabilities. All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Assets, other than those measured at fair value, are assessed for indicators of impairment at each balance sheet date. If there is objective evidence of impairment, an impairment loss is recognised in profit or loss as described below. Where indicators exist for a decrease in impairment loss, and the decrease can be related objectively to an event occurring after the impairment was recognised, the prior impairment loss is tested to determine reversal. An impairment loss is reversed on an individual impaired financial asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had no impairment been recognised.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

2 PROPERTY INCOME

	Unrestricted £	Restricted £	Total 2019 £	Total 2018 £
Rent received	<u>24,869</u>	<u>-</u>	<u>24,869</u>	<u>18,217</u>

3 INVESTMENT INCOME

	Unrestricted £	Restricted £	Total 2019 £	Total 2018 £
Bank interest received	<u>3,933</u>	<u>317</u>	<u>4,250</u>	<u>3,808</u>

4 COST OF RAISING FUNDS

	2019 £	2018 £
Property costs	<u>5,866</u>	<u>4,208</u>

5 CHARITABLE EXPENDITURE

	Grants £	Other £	Total 2019 £	Total 2018 £
Stipends, salaries and expenses	-	578,551	578,551	536,064
Manse costs	-	19,574	19,574	24,824
Other grants	20,370	-	20,370	16,959
District assessments	-	158,663	158,663	151,557
District advance fund levy	-	11,982	11,982	7,841
Other costs	-	107,217	107,217	106,959
Depreciation	-	1,844	1,844	1,600
Audit, accountancy and other fees	-	9,610	9,610	10,178
Office, communications and other costs	-	47,046	47,046	47,737
Total 2019	<u>20,370</u>	<u>934,487</u>	<u>954,857</u>	<u>903,719</u>
Total 2018	<u>16,959</u>	<u>886,760</u>	<u>903,719</u>	

All the support costs incurred by the Charity are included in the above note and have been allocated to charitable activities as other activities are incidental to the running of the Charity.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

6 GRANT MAKING ACTIVITIES

During the year £20,370 of grants were made to institutions. Other than to assist in external training, no grants were made to individuals. Grants made in the year to 31 August 2019 are analysed below.

	2019
	£
Assessment support	8,822
Church outreach	8,042
Other	3,506
	<u>20,370</u>

Support costs associated with grant making activities are not separable from the core activities of the Circuit and are not disclosed on this basis.

7 STAFF COSTS

	2019	2018
	£	£
Stipends and salaries	465,784	427,610
Pension contributions – Methodist Ministers Scheme	76,843	74,950
Pension contributions – Other	5,411	4,654
Social security costs	30,513	28,850
	<u>578,551</u>	<u>536,064</u>

No employee earned more than £60,000 per annum.

	Number	Number
	2019	2018
		(Restated)
The average number of employees expressed as full time equivalents was as follows:-		
Ordained staff	13	13
Lay workers	4	4
Office staff	1	1
	<u>18</u>	<u>18</u>

These figures do not include lay church maintenance workers, who are processed through the Circuit Lay Payroll system.

8 TRUSTEES REMUNERATION AND TRUSTEES EXPENSES

During the year expenses were reimbursed to 35 Trustees totalling £31,299 (2018: £33,543) in respect of travelling expenses and £11,146 (2018: £11,429) in respect of other Circuit Costs. All expenses were reimbursed to trustees who are salaried ministers' or lay trustees and were incurred in carrying out their roles and duties on behalf of the Circuit.

Information on remuneration paid to Trustees, who are also considered to be key management personnel by the Circuit is included in Note 20.

9 NET MOVEMENT IN FUNDS

	2019	2018
	£	£
This is stated after charging:		
Auditors remuneration - Audit of the annual accounts	5,250	5,960
Depreciation of tangible fixed assets	1,844	1,600
Operating rentals – Circuit office rent	<u>6,399</u>	<u>4,029</u>

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

10 TANGIBLE ASSETS

	Manse £	Fixtures, fittings and equipment £	Total £
Cost			
As at 1 September 2018	3,603,315	10,858	3,614,173
Additions	-	2,574	2,574
Disposals	-	(225)	(225)
As at 31 August 2019	<u>3,603,315</u>	<u>13,207</u>	<u>3,616,522</u>
Depreciation			
As at 1 September 2018	-	6,059	6,059
Charge for the year	-	1,844	1,844
Eliminated on disposals	-	(130)	(130)
As at 31 August 2019	<u>-</u>	<u>7,773</u>	<u>7,773</u>
Net Book Value			
As at 31 August 2019	<u>3,603,315</u>	<u>5,434</u>	<u>3,608,749</u>
As at 1 September 2018	<u>3,603,315</u>	<u>4,799</u>	<u>3,608,114</u>

11 INVESTMENT PROPERTIES

	Land and buildings £
Fair Value	
As at 1 September 2018 and at 31 August 2019	<u>417,192</u>

The trustees determine the fair value of investment properties to be as shown in the financial statements. The Circuit has not used an independent professionally qualified valuer to assist with determination of the investment value. Should investment properties be realised, the Circuit will owe levies to the TMCP before receipt of sale proceeds is obtained.

12 DEBTORS

	2019 £	2018 £
Other debtors and prepayments	111,769	85,919
Central Finance Board and Trustees for Methodist Church property deposits	<u>295,125</u>	<u>370,025</u>
	<u>406,894</u>	<u>455,944</u>

Included within other debtors and prepayments is £17,287 (2018 - £17,287) which is due after one year.

13 CREDITORS DUE WITHIN ONE YEAR

	2019 £	2018 £
Purchase ledger	28,892	42,542
Other creditors and accruals	<u>6,756</u>	<u>6,310</u>
	<u>35,648</u>	<u>48,852</u>

Included within other creditors and accruals is deferred income of £nil (2019 - £nil).

THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019

14 ANALYSIS OF CHARITABLE FUNDS

Current year:	Balance at 1 September 2018 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2019 £
Unrestricted funds					
Property	4,025,306	-	-	635	4,025,941
Unrestricted property funds	<u>4,025,306</u>	<u>-</u>	<u>-</u>	<u>635</u>	<u>4,025,941</u>
MTF	276,429	2,526	(13,135)	(130,818)	135,002
General	133,025	880,753	(947,555)	87,399	153,622
Unrestricted other funds	<u>409,454</u>	<u>883,279</u>	<u>(960,690)</u>	<u>(43,419)</u>	<u>288,624</u>
Total non-designated	<u>4,434,760</u>	<u>883,279</u>	<u>(960,690)</u>	<u>(42,784)</u>	<u>4,314,565</u>
Designated funds					
Mission Bursary	11,140	57	-	-	11,197
Manse Maintenance	-	13	-	4,037	4,050
Minister Relocation	11,664	53	-	(11,664)	53
CFB committed funds	44,300	258	-	67,794	112,352
Assessment Support	18,315	86	-	(2,268)	16,133
Stipend Fund	14,436	50	-	(8,500)	5,986
	<u>99,855</u>	<u>517</u>	<u>-</u>	<u>49,399</u>	<u>149,771</u>
Total unrestricted	<u>4,534,615</u>	<u>883,796</u>	<u>(960,690)</u>	<u>6,615</u>	<u>4,464,336</u>
Restricted funds					
CFB - Flood Appeal	12,089	83	-	-	12,172
TMCP - Deakin Trust	799	-	-	-	799
TMCP - Marshall Trust	224	8	-	-	232
TMCP - Muriel Brooks	288	16	-	-	304
Pamela Selby	8,734	45	-	-	8,779
Benevolent Fund	779	4	-	-	783
Hartpury College	2,215	-	-	(2,215)	-
TMCP - Kemerton					
Graveyard	8,023	67	(16)	(400)	7,674
TMCP - Manse					
Maintenance	8,597	57	(17)	(4,000)	4,637
TMCP - A W Maggs	1,082	37	-	-	1,119
Total restricted	<u>42,830</u>	<u>317</u>	<u>(33)</u>	<u>(6,615)</u>	<u>36,499</u>
Total funds	<u>4,577,445</u>	<u>884,113</u>	<u>(960,723)</u>	<u>-</u>	<u>4,500,835</u>

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

14 ANALYSIS OF CHARITABLE FUNDS (continued)

Prior year:	Balance at 1 September 2017 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2018 £
Unrestricted	4,407,555	903,258	(901,803)	25,750	4,434,760
Designated	125,164	507	(163)	(25,653)	99,855
Total unrestricted	4,532,719	903,765	(901,966)	97	4,534,615
Total restricted	48,464	424	(5,961)	(97)	42,830
Total funds	4,581,183	904,189	(907,927)	-	4,577,445

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Circuit funds are represented by:	Unrestricted funds £	Restricted funds £	Total funds £
Tangible fixed assets	4,025,941	-	4,025,941
Cash at bank and in hand	94,087	9,561	103,648
Unrestricted TMCP Funds	155,836	-	155,836
Restricted TMCP Funds and other net current assets	188,472	26,938	215,410
	4,464,336	36,499	4,500,835

16 DESIGNATED FUNDS

Details of designated funds are as follows:

Mission Bursary	A bursary fund primarily for young people going to do Christian mission work overseas. Set up with funds from the sale proceeds of St Luke's church in Gloucester.
Assessment Support	To assist churches who are struggling to meet the set assessments.
Quinquennial costs	For the Quinquennial Inspections of Circuit manses and churches.
Relocation	To cover costs of minsters relocating to the Circuit.
Committed Projects Fund	To, mainly, cover the costs of Budget Support and missional lay employment.
Other (under £1,000)	Designated for various uses.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

17 RESTRICTED FUNDS

Details of restricted funds are as follows:

Flood Appeal	Initially set up at the time of the Tewkesbury Floods in 2007. Currently in correspondence with Charity Commissioners as to being able to re-distribute funds to supporting other UK disaster situations.
Pamela Selby	Bequest 'For the benefit of the Church's Ministry in the Forest of Dean'.
Kemerton Graveyard	Proceeds from the sale of Kemerton Church are to be used for the upkeep of the graveyard.
Manse Maintenance	For the upkeep of Circuit manses.
Osbourne	Balance at year end = nil. Fund used in year for Stroud manse maintenance following change in purpose approved by the Charity Commission
Hartpury College	External grants towards the support of the chaplaincy work at Hartpury College
Other (under £1,500)	Various specific restrictions on usage.

18 TAXATION

The Circuit is a registered charity and is entitled to claim annual exemption from UK corporation tax to the extent that income and gains are applicable and applied to charitable purposes only.

19 CAPITAL COMMITMENTS

The Circuit had no capital commitments at the year end.

20 RELATED PARTY TRANSACTIONS

Ministers

Stipends and allowances for presbyters and deacons (collectively ministers) are set annually by the Methodist Conference, and the Circuit is responsible for meeting those costs for all ministers appointed by the Conference to the Circuit.

The following ministers received the basic stipend (£24,168, or pro rata where applicable):

Rev'd Dr James Tebbutt	(Superintendent)
Rev'd Dr Simon Topping	(Deputy Superintendent)
Rev'd Andrew Biggs	
Rev'd Naomi Cooke	
Rev'd Denise Hargreaves	
Rev'd Michelle Ireland	
Rev'd John Kime	(Part-Time 0.5 FTE)
Rev'd Graham Miles	
Rev'd Ann Owen	
Deacon Sue Peat	
Rev'd Noel Sharp	(Part-Time 0.33 FTE)
Rev'd Phil Summers	
Rev'd Jayne Webb	
Rev'd Stuart Radford	(Part-Time 0.5 FTE – but costs fully reimbursed by Nailsworth LEP)
Rev'd James Taylor	(An ordained minister in The United Reformed Church, but appointed to and funded by the Circuit. Salary in accordance within URC pay scales)

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

20 RELATED PARTY TRANSACTIONS (continued)

Minister appointments with a part-time 'no stipend' based appointment. All are Supernumerary Ministers.

Rev'd Martin Turner	Cheltenham (Whaddon) LEP
Rev'd Mary Jolly	Hartpury (From May 2018)
Rev'd David King	Newent St Mary's LEP (From May 2018)

Apart from Rev'ds Kime and Sharp, all were provided with living accommodation as required by the church's Standing Orders. In addition to the basic stipend, the Superintendent and Deputy Superintendent were each paid the Methodist Conference standard Superintendent's allowance (£1,812, or pro rata where applicable).

Other ministers who are resident in the Circuit, for the purposes of the Methodist stations, but not in Circuit appointments or without appointment may also be members of the Circuit Assembly if they notify the Superintendent, but do not receive payment or accommodation from the Circuit, except for preaching fees and related expenses.

Local preachers

Of the Local Preachers' representatives who are members of the Circuit Assembly, only travel and other expenses related to fulfilling their preaching appointments are paid.

Lay employees

The following are employees of the Circuit and are in receipt of salaries for the work they undertake in the capacities indicated.

Administrators

Louise Hebborn	Circuit Administrator (Administration) (24 hrs / wk.)
Jane Jones	Superintendent Minister's Secretary/PA (12 hrs / wk.),
Michelle Warren	Circuit Administrator (Finance) (20 hrs / wk.)

Church Based Workers

Julie Biggs ++	Community Outreach Worker – Lonsdale Road, Gloucester (20hrs / wk.)
Linda Bone **	Part time Activity Leader - Tetbury (3 hrs / wk.)
Liz Burgin ++	Youth & Families Worker – Eastington (20hrs /wk.).
Clair Prosser **	Families Outreach Worker –Tewkesbury (20hrs /wk.)
Rachel Simpson ++	Hospitality & Pastoral Care Worker – Cheltenham Bethesda (24 hrs / wk.)
Charlie Trykush ++	Families Outreach Worker - Churchdown (20hrs/wk.)
Charlie Trykush **	Part time Activity Leader - Cirencester (3 hrs / wk.)
Anton Wynn ++	Mission & Outreach Project Worker (FT 37.5 hrs / wk.) from Jun'18
Richenda Leigh	Chaplain – Employed by Hartpury University, 3-way grant funded,

Note 1:

Lay employee marked '++' – salaries were met by the church, with part funding granted from the Circuit and other sources.

Lay employee marked '**' – salaries were met fully by the local church.

Note 2:

To ensure correct payroll\payment procedures, a number of other people used by individual churches for caretakers\maintenance etc.. are processed through the Circuit payroll system. The Circuit is fully reimbursed by each church for the salary costs.

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

APPENDIX 1: LIST OF TRUSTEES 2018/19

Note: Some Trustees are Trustees in more than one capacity, but only one vote per person is permitted.

Ministers:

Andrew Biggs	Naomi Cooke	Helene Grant
Denise Hargreaves	Michelle Ireland*	John Kime
Graham Miles	Ann Owen	Sue Peat
Noel Sharp	Phil Summers*	James Taylor
James Tebbutt*	Simon Topping*	Martin Turner*
Jayne Webb*		

Circuit Executive:

Moira Anderson	Richard Bretherton	Russell Buley
Brian Cook	Andy Rickell	Martin Turner

(Plus asterisked ministers in the previous list who were representatives to, or who had particular responsibilities on, the Circuit Executive)

Additional Trustees were (1) other Circuit Officers, District Synod Representatives, and a lay worker whom the Assembly appointed as trustees on an ex officio basis, or because they were Circuit Officers who took up the option of being a Trustee and member of the Assembly; (2) Supernumerary ministers or ministers in other appointments within the Circuit who took up the option of being a Trustee and member of the Assembly; (3) Church elected representatives; and (4) Local Preacher elected representatives. They are as follows:

(1) Other Appointed Circuit Officers or Representatives who are Trustees (other than Trustees also appointed in another capacity):

John Bailey	David Bennett	Julie Biggs
Bernie Brewster	Russell Buley	Brian Cook
Peter Gardner	Mike Haines	Sally Hall
Celia Kidd	Liz Ledger	Keith Long
Graham Marsh	Jackie Morris	Stuart Radford
Malcolm Stephens		

(2) Supernumerary Ministers who are Trustees (other than in another role):

Diane Daymond	Vernon Godden	Robbie Riddell
Frank Topping		

(3) Church Elected Representatives (up to 3 elected representatives are allowed per church):

(# indicates they served for part of the year)

Abbeydale	Alison Apperley#	Malcolm Brader#	Peter Staite
Amberley	Margaret Keck		
Apperley	Peter Stych		
Aylburton	Liz Day	Gerald Newcombe	Julia Newcombe
Bailey Lane End	Roy Milnes	Jim Morgan	
Bishops Cleeve	Marie Chattell	B J Holliday	Ruth Whiting
Bream	Helen Clements	Rebecca Morgan	

**THE METHODIST CIRCUIT OF GLOUCESTERSHIRE
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2019**

Brimscombe	Jenny Blockley	Sarah Elliott	
Cam	John Jewell	Alastair MacLeod	
Chalford Hill	Tony Gittings	Stuart Hobbs	
Cheltenham - Bethesda	Moirra Anderson	Elaine Bailey	Catherine Gibb
Cheltenham - St Marks	Matthew Courtney	Helen Fryers	Ann Varley
Cheltenham - Whaddon	Biddy Turner		
Churchdown	George Govan	Eric Lambert	
Cinderford	Philip Hyne		
Cirencester	Jane Bennett	Arthur Haines	
Clements End	Angela Allcock		
Coalway	Fred Burrough	David Norman	Enid Norman
Drybrook	Cynthia Cole	Janet Phelps	John Rogers
Dursley	Sally Hall	Meriel Hellen	Christine Wetton
Eastington	Ken Burgin	Rebecca Burgin	
Fairford	John Reynolds	Christine Watson	
Gloucester - Barton Street	Eric John	Harold Mumford	
Gloucester - Lonsdale Road	Mike Haines	Peter Hillier	Jill Tucker
Gloucester - St. John's	Paul Fugler	John Peacock	Malcolm Stevens
Hartpury	David Ledger	Liz Ledger	
Hawling	Jenny Richards		
Hucclecote	Richard Clarke	K Jenkins	John Rainbow
Lydney	Pauline Cook		
May Hill	Henry Hayward#	Pam Hayward#	
Nailsworth	Chris Law		
Newent	Susan Cook	Fred Passant	John Rogers
Pillowell	Derrick Dobbs	Malvina Dobbs	
Quedgeley	Ellaine Cameron	Kay Riddell	
Randwick	Stuart Gregory	Isabel Stanley	
South Cerney	Joanne Oldridge		
Stonehouse	Sue Alexander	Janet Evans#	Ginny Young# Alex Walmsley
Stroud	Pete Watt	Mary Wilkinson	
Tetbury	Sue Cook	Barbara Woodcraft	
Tewkesbury	Jean Davies	Lin Sallis	Patricia Turner
Tibberton	Christine Gardner	Peter Gardner	
Winchcombe	Richard Bretherton	Geoff Onions	Trevor Upton
Woolaston	Liz Lander	Ashley Lane	
Wotton – under - Edge	Reg Clarke	Alison Jackson	

(4) Local Preacher elected Representatives (up to 10 nominees are allowed) (other than Trustees also appointed in another capacity):

Peter Allsopp	John Bell	Peter Bennett
Karen Burridge	Adele Garner	Neil Grecian
Margaret Marshall	David Norman	Andrew Owen
Ann Pearce		