



# Trustees' Annual Report for the period

Period start date		Period end date		
From	01	09	2018	To 31 08 2019

## Section A Reference and administration details

**Charity name** Dale Street Methodist Church

**Other names charity is known by**

**Registered charity number (if any)** 1153330

**Charity's principal address** Dale Street

Leamington Spa

**Postcode**

CV32 5HL

### Names of the charity trustees who manage the charity

	Trustee name	Office(s) held during the year (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sandra Bowen			
2	John Bowen			
3	Maureen Darby	Property Committee Secretary		
4	Andrew Emm			
5	Margaret Ferrer	Property Committee Chair		
6	Elisabeth Freeman	MHA Circuit Rep		
7	Don Gabbitas	Finance Committee Chair		
8	June Gabbitas	Steward	09/18 to 05/19	
9	Rebekah Harris			
10	Caroline Holden			
11	Ann Howe			
12	Graham Howe	Steward		
13	Jo Parkinson			
14	Tony Parkinson	Steward		
15	Joan Parks	Safeguarding Co-ordinator	09/18 to 05/19	
16	Mark Preedy	Uniformed Organisation Rep		
17	Ian Ray	Church Council Secretary	09/18 to 12/18	
18	Joanna Rhodes	Treasurer		
19	Penny Sharples	Safeguarding Officer		
20	Paul Tennyson	Steward, Church Council Secretary		
21	Ian Weir	Junior Church Leader, Steward		
22	Rachel Weir	Steward		
23	Margaret Weir	Pastoral Committee Secretary		

24	Emma Walker	Steward		
25	Mark Whitehouse	Steward		
26	Rev. Jeongsook Kim	Minister	09/18 onwards	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/a		

#### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Approved governing document issued by the Methodist Church
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by Annual Church Meeting

#### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Trustees (the Church Council) meet twice each year ordinarily. Extraordinary meetings can be called as needed. At each meeting the Trustees receive detailed reports of the activities of the church and its financial performance. The Trustees approve the reserves policy, safeguarding policy, budget and major matters to do with property. The Finance and Property Committees provide additional management and scrutiny during the year.

There is an annual Meeting to which all adherents (whether or not members or trustees) are invited. This meeting appoints our Trustees and receives annual reports of significant activities and groups' activities.

## Section C Objectives and activities

#### Summary of the objects of the charity set out in its governing document

The purposes of the Dale Street Methodist Church are in accordance with those of all other churches of the Methodist Connexion namely the advancement of

- The Christian Faith in accordance with the doctrinal standards and the discipline of the Methodist Church
- Any charitable purpose for the time being of any Connexional, district, circuit, local or other organisation of the Methodist Church

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

- c) Any charitable purpose for the time being of any society or institution subsidiary or ancillary to the Methodist Church  
d) Any purpose for the time being of any charity being a charity subsidiary or ancillary to the Methodist Church

The activities of Dale Street Methodist Church are centred around  
a) The provision of regular acts of worship open to members of the church and non-members alike.  
b) The provision of space for prayer and contemplation and the support of small groups for bible study and fellowship  
c) The provision of activities for the young and their carers, and the elderly, all with a Christian ethos.  
d) The promotion of the mission of the church  
e) The practical demonstration of care for the community by the support of social projects and activities and through a small Benevolent Fund  
f) The provision of space for community activities.

The Trustees are mindful of the requirement to have regard to the guidance on public benefit issued by the Charity Commission and the Trustees last reviewed this guidance at its spring meeting in 2019.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## **Section D**

## **Achievements and performance**

**Summary of the main achievements of the charity during the year**

The Church has continued to provide regular acts of worship, space for prayer and demonstrated its care to the community by supporting a number of social projects and activities.

Work with children and young people includes “Play and Praise” activities for younger children which were organised on a number of Saturdays during the year. A new “Summer of Play” for the community was organised in Victoria Park during the school summer holidays.

Junior Church meets every Sunday during term time. Dads and Tots continue to meet on Saturdays. Church premises are also used by the Scouts and Guides movements.

Members of the Church have supported a number of social projects including an open “Stay and Play” session one afternoon a week for parents and toddlers, Street Pastors, Action for Children and Age Concern Lunch Clubs.

**Brief statement of the charity's policy on reserves**

The Church Council has reviewed the reserves policy and has agreed to work towards a policy of maintaining reserves and investments of between £40,000 and £45,000 this being approximately 40% of the annual ordinary operating expenditure of the Church. This is held in particular against major expenditure on the fabric of the Church.

As at 31<sup>st</sup> August 2019 total reserves and investments stood at £195,448.95 made up of

- £129,854.34 in general reserves
- £64,744.52 designated as a "Legacy Fund" as a result of a major legacy of £81408.22 received during 2014/15 plus a number of smaller amounts
- £850.09 in the Benevolent Fund

In addition the Church benefits from interest from two endowments, invested in funds managed by the Central Finance Board of the Methodist Church, with a value of £20,867.79 providing £572.33 in interest to the Church in 2018/19.

**Details of any funds materially in deficit****Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Sources of funds**

The Church raises its funds by weekly offerings and donations from members and those attending worship; through lettings of the church's buildings and feed-in-tariffs from solar panels. Interest is received on church funds held in bank/savings accounts and from investments.

**Investments**

Of its general reserves of £129,854.34 at the end of the financial year the Church held £33,912.91 in investments managed by the Central Finance Board (CFB) of the Methodist Church in the CFB Managed Mixed Fund.

**Use of reserves**

Following the receipt of a substantial legacy in 2014/15 the Church embarked on a consultation process among the congregation to determine how this gift and some other smaller gifts, designated together as the "Legacy Fund", might be best used in furtherance of the purposes of the charity. This process continued throughout 2015/16 and into 2016/17.

In 2015/16 the Trustees paid off the residual balance of loans received to support the installation of solar panels (£10236.02 as at 31<sup>st</sup> August 2015) and made a loan of £50,000 to the Mid Warwickshire Methodist Circuit to provide bridging finance between the purchase and sale of a manse within the Circuit. This loan was repaid in May 2017.

In 2016/17 the Trustees agreed to seek to employ a families and youth worker from the Legacy Fund to further its charitable objectives. An appointment was made and over 3 years this is expected to use approximately 46% of the Legacy Fund. The remainder of the legacy is being used to refurbish the toilets in the building. This work started in 2018/19 with the creation of a new disabled toilet. The 5-year plan shows

the Legacy Fund spent by September 2021 on these initiatives.

**Accounts for 2018/19**

The accounts for the year are attached to this annual report. Receipts during the year amounted to £132,535.13 and payments to £148,765.96.

The Church held collections for a number of other causes amounting to £696.42

## Section F Other optional information

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## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Paul Tennyson	
Position (eg Secretary, Chair, etc)	Church Council Secretary	
Date	10/02/2020	

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Dale Street Methodist Church	Church
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FOR THE YEAR ENDED

31 August 2019

<b>Circuit</b>	<b>Circuit no</b>	<b>41395</b>
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**Registered Charity - Charity Registration number**

1153330

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 charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Minister:

REV. JEONGSOOK KIM

Church Stewards:

GRAHAM HOWE
TONY PARKINSON
EMMA WALKER
IAN WEIR
RACHEL WEIR
MARK WHITEHOUSE

Treasurer:

JOANNA RHODES

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	61,465		61,465	77,187
a3	Bank and CFB interest and Investment income	1,515		1,515	1,213
a4	Lettings	30,466		30,466	32,508
a5	Other receipts	37,300		37,300	6,690
a6	TOTAL RECEIPTS	130,745		130,745 (a7)	117,597
SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share	57,624		57,624	60,624
b3	Donations	6,442		6,442	6,305
b4	Repairs and Maintenance	46,158		46,158	6,128
b5	Utilities (Insurances, water charges, heating & lighting)	9,210		9,210	8,534
b6	Church Missioner salary, expenses and events	13,536		13,536	
b7	Other payments	14,081		14,081	15,784
b8	TOTAL PAYMENTS	147,051		147,051 (b9)	97,374
SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR (a6-b8)	-16,306		-16,306	20,223
c2	Total funds brought forward from last year after transfers and adjustments	176,991	850	177,842 (c6)	157,618
c3	Sub total (c1+c2)	160,686	850	161,536	177,842
c4	Transfers and adjustments			(c7)	
c5	TOTAL FUNDS AT END OF YEAR (c3+c4)	160,686	850	161,536 (c8)	177,842 (c6)
SECTION D					
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS					
d	(these amounts are not to be included in total receipts/payments figures above)			£	£
d1	Balance brought forward from last year				749
d2	Offerings/Gifts - received for external organisations			696.42	1,840
d3	Offerings/Gifts - passed to external organisations			696.42	2,589
d4	BALANCE STILL TO BE PAID (d1+d2-d3)				

**SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL**

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.

	INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1	Midis	433	323	110		494.68	604
e2	Dads and Tots	1,357	1,392	(35)		73.87	38.88
e3							
e4							
e5							
e6							
e7							
e8	Sub total of Internal Organisations funds	1,790	1,715	75		569 (e11)	643 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	130,745 (a7)	147,051 (b9)	(16,306)	(c7)	177,842 (c6)	161,536 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	132,535	148,766	(16,231)		178,410 (x)	162,179 (y)
	Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F

**STATEMENT OF ASSETS AND LIABILITIES**

CHURCH - CASH FUNDS HELD at 31 August 2019		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	8,879	6,803
f3	Bank Deposit Account		
f4	Central Finance Board	105,962	91,322
f5	Trustees for Methodist Church Purposes	63,001	63,410
f6	Other funds		
f7	SUB TOTAL - Church accounts	177,842 (c6)	161,536 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	569 (e11)	643 (e12)
f9	TOTAL CASH FUNDS HELD BY CHURCH	178,410 (x)	162,179 (y)

SECTION G

OTHER ASSETS and LIABILITIES		At 1 September 2018	At 31 August 2019
g1	Investments (include Endowments)	53,276	54,781
g2	Land & Buildings (see notes re Insurance value)	4,706,939	4,914,050
g3			
g4			
g5			

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



## DECLARATIONS

### Treasurer

I confirm that I have prepared the accounts from the records of the Church and that they include all funds under the control of the Church Council

Signature of Treasurer  Date

Name

Address

### Presentation to the \*Church Council for approval.

I confirm that the Accounts have been presented to the Church Council on  and were approved.

Signature of the Chair of the meeting

Name of the Chair of the meeting

Date

---

### Independent Examiner's Report to the Trustees of the

Church

This Report is on the Church Accounts for the year ended 31<sup>st</sup> August

### Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

## Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~\*):

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

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

*\* Please delete the words in the brackets if they do not apply appropriate*

(3) I have/~~have not~~\* obtained independent verification of all investments with the Trustees for Methodist Church Purposes ("TMCP") or held in other Trusts, Bank balances and Funds at the Central Finance Board of the Methodist Church ("CFB"), which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

*\* Please circle as appropriate*

Name

Signature

Relevant Professional qualification or body

Address

Date

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<b>Dale Street Methodist Church</b>	<b>Church</b>
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