

STAINES AND FELTHAM METHODIST CIRCUIT

TRUSTEES REPORT SEPTEMBER 2019 – AUGUST 2020

Aim and purposes

The Circuit is responsible, with the Superintendent and the Ministers appointed to the Circuit, for the spiritual and material well-being of the circuit, and for upholding and acting upon the decisions of the Circuit Meeting. (SO 531).

The Circuit has particular rights and duties set out in SO 532 -534, 540,552 and 610.

The Circuit Meeting is also specifically responsible for the maintenance of Stationing process to appoint and re-invite ministers as necessary and the 3 x Circuit Manses and providing support to the churches in the Circuit.

Objectives and Activities

As a Methodist Circuit we will endeavour to:

- Underpin everything we do with God centred worship and prayer
- Supporting community development and action for justice, especially among the most deprived and poor - in Britain and worldwide
- Developing confidence in evangelism and in the capacity to speak of God and faith in ways that make sense to all involved
- Encouraging fresh ways of being Church
- Nurturing a culture in the Church which is people-centred and flexible

Achievements and Performance

Worship and Prayer

Services are held regularly at all churches in the Circuit apart from Wendover Road which closed in September 2018. The Church has now been placed on the market and an offer has been accepted. Solicitors are currently drawing up the Contract for sale.

The number of Churches holding evening Services regularly was 4.

We have a team of 14 Local Preachers who provide valuable support to the Presbyters in fulfilling the Services on the Plan, but on occasion it is necessary to call upon Visiting Preachers or to arrange "Own Arrangement" Services.

Some Churches hold Prayer Meetings either as Formal events on the Calendar or as part of their weekly House Groups. These provide invaluable support for the Circuit.

The impact of Coronavirus has been felt with all Churches closing from March 2020 to date. Plans are in place to oversee the re-opening of the premises for worship from September 2020.

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District Synod

The Ministerial Staff and elected members attend two with a further one Ministerial Synod each year.

Pastoral Care

Those Churches with large enough congregations have Pastoral Committees or the equivalent in SCLEP's. In smaller churches the Church Councils review pastoral situations as part of their meetings, Each church has a team of pastoral visitors who maintain contact with members and those associated with the local church, In addition the Ministers in the Circuit make regular home visits and provide Holy Communion when requested. However, the impact of Coronavirus has significantly affected the amount of contact that has been possible.

Mission and Evangelism

The Work continues where members of each church met to discuss the future of the Circuit and in particular its' mission. It was interesting to learn the wide range of activities taking place in the Circuit. Each church was invited to identify two specific areas for mission and outreach. Work has begun on giving effect to these choices. The Anglican church in the Circuit is working upon an initiative organised by the Diocese of Guildford, "Transforming Church, Transforming Lives". It is interesting that the documents relating to this cover much the same ground that we have explored as part of our process. We also continue to explore the Partnership with the Diocese of Kensington (Church of England) based at Christ Church, Feltham. This requires a Sharing Initiative and a Mission Initiative Agreement to be in place to run alongside a Bishop's Mission Order. Work on this continues to progress. In the meantime Rev. Andy Watkins is working at the Church under a Schedule 14(a) Agreement,.

Ecumenical Relationships

Each church in the Circuit has a relationship with their own "Churches Together". Ministers endeavour to attend meetings whenever possible although this is complicated by the fact that this can mean attendance at multiple groups. Joint events between the churches are arranged and Methodist representation is good.

Financial Review

Total receipts on unrestricted funds (General Funds) were £76,670, this used for all day to day expenditure including Ministerial and lay employee salaries, Methodist Church Fund, District Expenses (running costs for the district) and the 3 Ministerial Manses. Full details are in the attached Financial Statements.

Most of the financial income comes from the churches via their assessment / share.

Reserves policy

The Circuit Meeting's policy is to maintain a balance of unrestricted funds, which equates to at least six months unrestricted payments, equivalent to £102,500. This is to cover emergency situations that may arise from time to time like the Covid-19 situation. This is met with the funds held in Circuit Model Trust fund (£438,004) following the sale of Virginia Water Methodist Church

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It is our policy to invest Reserve funds with the CFB (Methodist Church Central Finance Board).

Volunteers

Like many circuits, volunteers are not great in number and some posts are difficult to fill. This does impose an additional load on many of the active volunteers already in post.

Structure, governance and management

The method of appointment of Circuit Meetings representatives are Election by the Churches of the Circuit from their members. Designated office holders of the Circuit are elected by the Circuit Meeting.

The Circuit Meeting is responsible for making decisions on all matters of general concern and importance to the Circuit including deciding on how the funds of the Circuit are to be raised and spent.

The full Circuit Meeting representatives meet 3 times during the year with an average level of attendance of 75%. Given its wide responsibilities the Circuit Meeting has some committees each dealing with a particular aspect of Circuit and Wider life. These committees which include Local Preachers Meeting, Circuit Leadership Team and the Invitation Committee report back to it regularly with minutes of their deliberations being received by the full Circuit Meeting and discussed as necessary.

Administrative information

The Circuit is situated in Surrey and Greater London. It is part of the South East District of the Methodist Church. The correspondence address is The Circuit Office, Staines Methodist Church, Thames Street Staines-on-Thames, Middlesex. TW18 4SD.

The Circuit Meeting members are the Trustees and those who have served from 1st September 2018 – 31st August 2019:

Church Representatives:

ASHFORD:	Jill Britton (Treasurer)
STAINES:	Geoff Nicholson (Treasurer), Pauline Shilston, Roz Sendorek John Bennett
LALEHAM:	Barrie Bullimore (Treasurer), Joyce Bullimore, Graham Wells
SOUTHVILLE:	Marilyn Woodley (Treasurer), Frank Phillips, Robina Howliston, Maggie Netto
ASHFORD COMMON:	Justin Camis (Treasurer), Chris Morton (Church Steward)

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EGHAM Diane Humphries, Jane Mackerness (Church Secretary), Jane Leckie

ENGLEFIELD GREEN Brian Hooker (Treasurer), Rita Berry

WENDOVER ROAD Valerie Barbet (Treasurer), Sheila Hassan (Church Steward)
Anne Hebenton

CIRCUIT MINISTERS Andrew Reed, Juliet Ushewokunze, Alan Wickens, Judith Allford

CIRCUIT STEWARDS Roger Griffiths, Marilyn Woodley, Jonathan Griffiths Pauline Shilston

SECRETARY Maggie Netto

L.P. SECRETARY Paul Murphy

6 LOCAL PREACHERS Margaret Ash, Carol McKenner, Sheila Hassan,
Shirley Price, Vacancy, Vacancy

REPS. FROM CIRCUIT:

Property	Marilyn Woodley
Missions	Vacancy
Network	Vacancy
Missions	Vacancy
MWiB	Vacancy
MHA	Stephanie Cliffe
G.P.	Frank Hughes
Connexional Funds	Jonathan Griffiths
Webmaster	Jonathan Griffiths
Safeguarding:	Verna Doe

4 REPS. NOMINATED BY THE CIRCUIT MEETING:

Vacancy, Vacancy, Vacancy, Vacancy



THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Staines and Feltham	Circuit
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**FOR THE YEAR ENDED
31 AUGUST 2020**

South East	District	Circuit no	36/5
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Registered Charity - Charity Registration number

1135633

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)

Ministers:

Rev Andrew Reed
Rev Juliet Ushewokunze

Circuit Stewards:

Mrs Pauline Shilston
Mr Roger Griffiths
Mr Jonathan Griffiths
Mrs Marilyn Woodley
?Mrs Maggie Netto

Treasurer:

Mr Roger Griffiths

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
	RECEIPTS	Note	£	£	£	£	£
a1	Assessment/Share		73,763.25			73,763.25	124,779.39
a3	Capital receipts			434,665.40		434,665.40	
a4	Bank and CFB interest and Investment income		629.96	3,328.63		3,958.59	237.97
a5	Grants						
a6	Other receipts		87,349.54	10.55	33,063.11	120,423.20	74,972.00
a7	TOTAL RECEIPTS		161,742.75	438,004.58	33,063.11	632,810.44 (a8)	199,989.36

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		100,087.73		55,115.53	155,203.26	149,010.86
b3	Manse Costs		43,693.19			43,693.19	20,012.76
b4	Administration etc		3,637.73	869.33		4,507.06	3,384.67
b5	District Assessment		4,215.00	22,251.51		26,466.51	3,586.00
b6	Grants & donations		200.00			200.00	693.00
b7	Methodist Church Fund		20,534.00			20,534.00	
b8	Other payments		373.28	4,440.00	1,667.00	6,480.28	19,937.00
b9	TOTAL PAYMENTS		172,740.93	27,560.84	56,782.53	257,084.30 (b9)	196,624.29

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(10,998.18)	410,443.74	(23,719.42)	375,726.14	3,365.07
c2	Total funds brought forward from last year		75,576.87		6,298.30	81,875.17 (c6)	78,510.10
c3	Sub total	(c1+c2)	64,578.69	410,443.74	(17,421.12)	457,601.31	81,875.17
c4	Transfers and adjustments		105,583.34	(106,311.96)	728.62	0.00 (c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	170,162.03	304,131.78	(16,692.50)	457,601.31 (c8)	81,875.17 (c6)

SECTION D						
d	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS (these amounts should not be included in total receipts/payments above)					
d1	Balance brought forward from last year				6,920	4,990
d2	Offerings/Gifts - received for external organisations				520	1,930
d3	Offerings/Gifts - passed to external organisations				5,522	
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)				1,918	6,920

SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATION REPORTING TO THE CIRCUIT MEETING

SECTION E Please follow the Guidance Notes to complete this page

Summary of the Circuit accounts for the year ended 31 August 2020 and Internal Organisations reporting to the Circuit 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 receipts and payments totals of the Circuit. If gross income exceeds the Accruals threshold of £250,000, 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 Circuit and connected Circuit Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1 NIL						
e2						
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds					(e11)	(e12)
e9 Circuit accounts (totals brought forward from page 2 - totals column)	632,810 (a8)	257,084 (b9)	375,726	0 (c7)	81,875 (c6)	457,601 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	632,810	257,084	375,726	0	81,875 (x)	457,601 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F
STATEMENT OF ASSETS AND LIABILITIES

CIRCUIT - CASH FUNDS HELD at 31 August 2020

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	53,208	44,561
f3 Bank Deposit Account		
f4 Central Finance Board	33,366	108,605
f5 Trustees for Methodist Church Purposes		304,132
f6 Other funds		
f7 SUB TOTAL	86,575 (c6)	457,298 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	86,575 (x)	457,298 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2019	At 31 August 2020
g1 Investments (include Endowments)	£ 983	£ 983
g2 Land and Buildings (see notes re Insurance value)	£ 1,159,000	£ 1,159,000
g3 Other Assets		
g4 Loan(s) - show amount outstanding at year end	£ -	£ -
g5 Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only CFB Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trust accounts this is inserted in line f5)

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2020 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer *RR Griffiths* Date *8th Sept 2020*

Name and address of treasurer Mr Roger Griffiths

16 Walsham Road, Feltham, Middlesex. TW14 0JD

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2020 were/will be* presented to the Circuit meeting held on *8th September 2020*

Signature of the Chair of the meeting *Andrew Reed*

Name of the Chair of the meeting Rev Andrew Reed Date *26/3/21*

Independent Examiner's Report to the Trustees of the Staines and Feltham Methodist Circuit

Charity Number 1135633

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Staines & Feltham Circuit for the year ended 31 August 2020 set out on pages 1 to 5. As the Circuit's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Circuit's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

Name of Circuit Staines and Feltham Methodist Circuit No 36/5

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

Signature of independent examiner



Name of independent examiner Margaret Fowler

Relevant professional qualification of independent examiner FMAAT

Name of firm (where appropriate) Margaret Fowler

Address 55 Gilmore Crescent

Ashford Post Code TW15 2DD

Date 19th October 2020

* delete or circle as appropriate

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Name of Circuit Staines and Feltham Methodist Circuit No 36/5

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Signature of independent examiner



Name of independent examiner Margaret Fowler

Relevant professional qualification of independent examiner FMAAT

Name of firm (where appropriate) Margaret Fowler

Address 55 Gilmore Crescent

Ashford Post Code TW15 2DD

Date 19th October 2020

* delete or circle as appropriate

