

# **Alderley Edge and Knutsford Methodist Circuit**

## **Trustees' Annual Report and Circuit Reserves Policy**

### **2019-2020**

#### **Introduction**

Alderley Edge and Knutsford Methodist Circuit is situated in a rural area of North East Cheshire. Alderley Edge is the larger church in the east of the circuit, sheltering under the Edge, a natural sandstone ridge standing on the Cheshire plain. Knutsford, a thriving market town, is at the western end. Around the two centres, the circuit includes the village chapels of Mottram St Andrew, Mobberley, Snelson and Plumley, along with the Welcome Church in Longridge, Knutsford. The Circuit is part of the Manchester and Stockport Methodist District

#### **Circuit Aims and Objectives**

The Charity objective is to act as a resource provider within the area around Alderley Edge and Knutsford for the Methodist Church:

The purposes of the Methodist Church are and shall be deemed to have been since the Date of Union the advancement of:

- The Christian faith in accordance with the doctrinal standards and 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
- Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church
- Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church

Aims and objectives will be met by:

- the organisation and resourcing of regular public acts of worship open to members of the church and non members alike
- the teaching of Christianity through sermons, courses and small groups
- the resourcing of pastoral work including visiting the sick and bereaved
- taking religious assemblies in local schools
- promotion of Christianity through the staging of events and services

#### **Financial Aims**

- To secure and sustain the Circuit's viability and future
- To give reassurances 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

#### **Circuit Mission Statement**

Developing Our Calling through Whole Life Discipleship

- In Worship – To grow deeper into God by underpinning everything we do with God-centred worship and prayer.
- In Service – To be a good neighbour to people in need and to challenge injustice.
- In Learning and Caring – To help people grow and learn as Christians, through mutual support and care.
- In Evangelism – To increase awareness of God's presence and to celebrate God's love.

## **Circuit Mission Policy**

Developing Our Calling Through Whole Life Discipleship, was approved by the Circuit meeting (as the charity trustees) in 25<sup>th</sup> September 2014

## **Financial Overview**

This document includes all funds held by the Circuit Meeting as Charity Trustees. Our Reserves Policy relates to our general (unrestricted) funds which are freely available to be used for any or all of the 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 of its money not simply those which are defined as reserves.

### **Income**

Circuit income is drawn from the assessment paid by the circuit churches and is used to provide for:

- the ministerial oversight and pastoral care of seven local churches in the circuit
- the support of a ministry team of three presbyteral ministers and four lay workers: Pastoral Worker; Circuit Administrator; Children and Families Worker; Pioneer Pastor
- the maintenance of the three Circuit manses

### **Expenditure 2019/2020**

- Stipend expenditure and salaries for Lay Workers increase each financial year in line with conference approved increases

As at 31 August 2020, the Circuit Fund (unrestricted general fund) has a balance of £55,711 of which £10,000 is designated for manse repairs. The remaining £45,711 gives approximately three month's expenditure. £2334 is assigned for the maintenance of Over Peover graveyard. Under Standing Orders, the Circuit must meet its financial obligations in relation to the support of its ministers and the maintenance of the manses. The total cost for the last financial year was £266,465.

Our Reserves Policy is to hold approximately three months' expenditure in hand

Circuit Model Trust Fund balance at the year end is £450,989. This fund derives from bequests, the sale of Over Peover chapel and land at Mobberley and is restricted by the Conference. Of this, £235,980, is assigned to Mobberley Methodist Church from the sale of their tennis court.

The Charity Commission have agreed that it is appropriate for the trustees to set a policy for the management of the CMTF. That policy is that the funds held in the CMTF are to be used for general Circuit purposes: ministerial expenses, manse repairs and decoration, maintenance of the graveyard at Over Peover, promotion of the work of God in the Circuit. A Circuit Grants Committee, agreed at the Circuit Meeting and made up of members of that meeting, is now in place to assess requests for funding. During 2019/2020, £90,000 was withdrawn from the funds to meet approved requests.

The Charity's annual report and accounts for the year ended 31 August 2020 have been prepared in accordance with the Charities Act 2011 and the Charities Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard

## **Trustees**

### **Appointment of Trustees**

As at August 2020, there were 36 members of the Circuit Meeting made up of:

- Presbyteral Ministers
- Circuit Stewards
- Circuit Officers

and from each church in the Circuit:

- the Senior Church Steward
- the Church Treasurer
- representatives appointed by each Church Council

#### Trustee Training

The leaflet 'The Role of a Trustee in The Methodist Church', provided by Methodist Connexion, is given to all new Circuit meeting members as an induction to their role as trustees. Training is to be delivered in January 2021 by Mr P Bland and Rev R Hill.

#### Public Benefit

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

#### Structure, Governance and Management

The governing document for the circuit is the Deed of Union (1932) and Methodist Church Act (1976)

Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual conference (CPD).

Day to day management of the circuit is undertaken by the Circuit Leadership Team.

#### Risk Management

The major risks have been identified and recorded by the Circuit Leadership Team with professional advice taken as required.

There is a regular annual review process undertaken and recorded.

Income and Expenditure is being monitored in total and is compared with the approved annual budget on a half yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

#### Safeguarding

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

Methodist Connexional practice outlines commitment to the following principles:

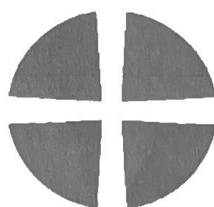
- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults when they are vulnerable
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.
- we will carefully select and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes.

- we will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- we will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.
- we will seek to challenge any abuse of power, especially by anyone in a position of trust.
- we will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
- in all these principles we will follow legislation, guidance and recognised good practice

The Alderley Edge and Knutsford Methodist Circuit commits itself to ensuring the implementation of Connexional Safeguarding Policy; government legislation, guidance and safe practice in the circuit and in the churches.

The Alderley Edge and Knutsford Methodist Circuit commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

November 2020



Circuit  
Accruals Accounts  
2019-2020

**THE METHODIST CHURCH**  
**REPORT AND ACCOUNTS**  
**(ACCRUALS BASIS)**  
for the year ended 31 August 2020

**Alderley Edge and Knutsford**

**Circuit**

Registered Charity - Registration number

1127258

**District No / 19/19**

**Ministers**

Rev Alan Bradley

Rev Susan Swires

Rev J Scott Manning

**Circuit Stewards**

Mrs E Hall

Mr P Thompson

Mrs R Peak

Mr R Applewhite

Mr P Bland

**Circuit Treasurer**

Mrs C Fleming

Name of Circuit: Alderley Edge and Knutsford						Circuit No: 19/19	
Statement of Financial Activities (SOFA) for the year ended 31 August 2020							
	Notes to the accounts	General Fund (Unrestricted)	Circuit Model Trust (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total 2019-20
		£	£	£	£	£	£
Income							
1 Donations and legacies							0
2 Income from monetary investments		323	4,116				4,439
3 Income from investment properties							0
4 Assessments on Churches		252,705					252,705
5 Capital Receipts							0
6 Grants received							0
7 Other charitable income		16,206					
8 Total income		269,235	4,116	0	0	0	273,351
Expenditure							
9 Grants and donations		5,900					5,900
10 Salaries and associated costs		167,913					167,913
11 Property maintenance		23,650					23,650
12 Connexional assessment & model trust levy							0
13 District Assessment & Levy		37,644					37,644
14 Depreciation							0
15 Office expenses		22,248					22,248
16 Other outgoings		9,110	72,038				81,148
17 Total charitable expenditure		266,465	72,038	0	0	0	338,503
18 Gains/(losses) on monetary investments							0
19 Gains/(losses) on investment properties							
20 Net income/(expenditure)		2,770	-67,922	0	0	0	-65,152
21 Transfers between funds							0
22 Other gains/(losses)							
23 Net movement in funds		2,770	-67,922	0	0	0	-65,152
24 Total funds brought forward		1,340,021	518,911				1,858,932
25 Total funds carried forward		1,342,791	450,989	0	0	0	1,793,780

Name of Circuit: Alderley Edge and Knutsford				Circuit No: 19/19					
Balance Sheet as at 31 August 2020									
	Notes to the	General Fund	Circuit Model	Designated	Restricted	Endowment	Totals	Totals	
	Accounts	(Unrestricted)	Trusts	Funds	Funds	Funds	2019/20	2018/19	
		(Unrestricted)	(Unrestricted)	(Unrestricted)					
		£	£	£	£	£	£	£	
Fixed Assets									
Circuit Manses & Equipment		1,300,000					1,300,000	1,300,000	
Investment properties							0		
Investments							0		
Total fixed assets		1,300,000	0	0	0	0	1,300,000	1,300,000	
Current Assets									
Debtors							0		
Loans by the Circuit							0		
Investments with TMCP			450,989				450,989	518,910	
Central Finance Board Deposits		34,821					34,821	49,430	
Cash at Bank and in hand		20,890					20,890	6,894	
Total current assets		55,711	450,989	0	0	0	506,700	575,234	
Current liabilities									
Creditors (due in under 1 year)		12,920					12,920		
Grants payable within 2018-19							0		
Total current liabilities		12,920	0	0	0	0	12,920	16,302	
Net current assets/liabilities		42,791	450,989	0	0	0	493,780	558,932	
Total assets less current liabilities		1,342,791	450,989	0	0	0	1,793,780	1,858,932	
Long term liabilities (due after more than one year)									
Grants payable after 2018-19							0		
Loans to the Circuit							0		
Net assets		1,342,791	450,989	0	0	0	1,793,780	1,858,932	
Funds of the Circuit									
General Fund (Unrestricted)		1,342,791					1,342,791	1,340,021	
Circuit Model Trust Fund (Unrestricted)			450,989				450,989	518,910	
Designated Funds (Unrestricted)				0			0		
Total Unrestricted Funds							1,793,780	1,858,931	
Restricted Funds					0		0		
Endowment Funds						0	0		
Total Funds		1,342,791	450,989	0	0	0	1,793,780	1,858,931	
					Signed				
					Circuit Treasurer				

## Declarations and Scrutiny

I confirm that these accruals-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 ..... *CJ Fleming* ..... Date *18/11/2020* .....

Name and address of treasurer 11 Rowley Way, Knutsford, Cheshire

Post Code WA16 9AU

### 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 10 March 2021

Signature of the Chair of the meeting ..... *A Bradley* .....

Name of the Chair of the meeting *Rev. Alan Bradley* ..... Date *19/11/2020* .....

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

### Alderley Edge and Knutsford Circuit

Charity Number 1127258

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Alderley Edge and Knutsford Circuit for the year ended 31 August 2020 set out on pages ... to .... 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



**Independent Examiner's Statement**

[The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination *Delete if not applicable ie all R&P accounts*
- the trustees' annual report is not consistent with the accounts *Delete if not applicable ie all R&P accounts.*

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

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

Signature of independent examiner  .....

Name of independent examiner BRIAN STAMPER .....

Relevant professional qualification of independent examiner ACMA .....

Name of firm (where appropriate) — .....

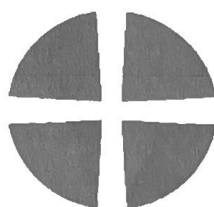
Address 106 GROVE PARK .....

KNUTSFORD, CHESHIRE .....

Post Code WA16 8QB

Date 23rd February 2021 .....

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					Circuit Treasurer			

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Name of the Chair of the meeting *Rev Alan Bradley* ..... Date *19/11/2020* .....

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Charity Number 1127258

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Signature of independent examiner  .....

Name of independent examiner BRIAN STAMPER .....

Relevant professional qualification of independent examiner ACMA .....

Name of firm (where appropriate) — .....

Address 106 GROVE PARK .....

KNUTSFORD, CHESHIRE .....

Post Code WA16 8QB

Date 23rd February 2021 .....

\* delete or circle as appropriate