

**Charity Number: 1137672**

**Bradford North Methodist Circuit**

**Trustees' Annual Report and Financial Statements  
for the Year Ended 31 August 2022**

# Bradford North Methodist Circuit

## Contents

**Page**

Charity Information ..... 1

Report of the Trustees..... 3

Independent Examiner’s Report..... 7

Statement of Financial Activities ..... 8

Balance Sheet ..... 9

Notes to the Financial Statements ..... 10

# Bradford North Methodist Circuit

## Charity Information

### Administrative Information

The Circuit was registered as a charity with the Charity Commission in England and Wales on 31 August 2010.

**Circuit Number:** 27/32  
**Charity Registration Number:** 1137672

The Circuit comprised the following 11 churches at 31 August 2022:

Allerton, Baildon, Bolton, Calverley, Christchurch LEP, Crag Road, Northcliffe LEP, Saltaire, St Andrews (Undercliffe), Thackley, Thornton, Wilsden LEP. The Bradford North Circuit took control of the Sandy Lane building from September 2017, which was sold in October 2020. The Bradford North Circuit took control of the Wrose building from September 2021, which was sold in July 2022. The Bradford North Circuit took control of the Haworth Road building from May 2021.

**Superintendent Minister:** Rev. Philip Drake  
Circuit Office  
Baildon Methodist Church  
Newton Way, Baildon  
West Yorkshire BD17 5NH

**Circuit Treasurer:** John Watmough (resigned July 2022)  
Clive Grimshaw (appointed July 2022)  
27 Killinghall Drive  
Bradford  
BD2 4RX

**Trustees:** The Trustees who are the members of the Circuit Meeting are listed in Note 15.

**Leadership Team:** Rev. Philip Drake  
Rev. Nicholas Blundell  
Rev. Christine Crabtree  
Deacon Meredith Evans  
Rev. Keith Knight (resigned August 2022)  
Rev. Vicky Atkins (resigned August 2022)  
Rev. Derek Hoe  
Rev. Robert Marsh (resigned August 2022)  
Rev. Geoff Reid  
Rev. Rob Drost (appointed August 2022)  
Rev. Pat Malham (appointed August 2022)  
Rev. Sarah Jemison (appointed August 2022)  
Mrs Laura Tunnacliffe (Circuit Youth Worker)  
Mrs Clair Schofield (Administrator)  
Mrs Nicola Cameron (Finance Officer resigned April 2022)  
Mrs Louise Rouse (Finance Officer appointed June 2022)

**Circuit Stewards:** Mr Stuart Ayrton  
Mr Clive Grimshaw  
Mrs Jennifer Conroy

**Lay Employment Officer:** Vacant

**Local Preachers' Secretary:** Mr Stuart Ayrton

**Property Officer:** Mr Ashley France

<b>Safeguarding Officers:</b>	Mrs Jean Morris Mr Roger Morris Mr Roger Butterfield
<b>Principal address:</b>	Baildon Methodist Church Newton Way Baildon Shipley West Yorkshire BD17 5NH
<b>Bankers:</b>	Barclays Bank plc 10 Market Street Bradford West Yorkshire BD1 1EG
<b>Solicitors:</b>	Barton Legal Limited 12 New Road Side Rawdon Leeds West Yorkshire LS19 6HN
<b>Independent Examiner:</b>	Jessica Lawrence FCA CTA Azets Audit Services Ltd 33 Park Place Leeds LS1 2RY

## Bradford North Methodist Circuit

### Trustees' Annual Report for the Year Ended 31 August 2022

#### Structure, Governance and Management

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

**The Governing Document:** Deed Of Union (1932) and Methodist Church Act (1976)

**Constituted:** Act of Parliament

**Selection of Trustees:** Appointed by local churches and existing Trustees  
Ministers are automatically Trustees

**Structure:** Part of the Yorkshire West District of the Methodist Church  
Accountable to the Methodist Conference

**Risks:** Considered by the Leadership Team  
Take professional Advice when required  
Adopted Safeguarding Policy

The Trustees consider the key management personnel to be the Circuit Leadership Team which consists of all ministers appointed to the Circuit, including supernumeraries, Circuit Stewards, Treasurer, Property Officer, Safeguarding Officers, Local Preachers' Secretary and Circuit Lay employees.

#### Objectives and Activities

The Bradford North Methodist Circuit has worked to the priorities set nationally by the Methodist Church, in response to its understanding of its calling:

*"The calling of the Methodist Church is:*

- to increase awareness of God's presence and to celebrate God's love.*
- to help people to 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.*

#### Priorities for the Methodist Church:

*In partnership with others wherever possible, the Methodist Church will concentrate its prayers, resources, imagination and commitments:*

- to proclaim and affirm its conviction of God's love in Christ, for us and for all the world; and*
- to renew confidence in God's presence and action in the world and in the Church.*

*As ways towards realising this priority, the Methodist Church will give particular attention to:*

- underpinning 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."*

The Bradford North Circuit works to enable the local churches which constitute the Circuit to fulfil their mission and ministry, in the light of the above priorities.

## Trustees' Annual Report for the Year Ended 31 August 2022

When reviewing the aims and objectives of the charity and planning future activities the Trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission.

### Achievements and Performance

In the last year we have:

- completed work on a Circuit strategy document which was agreed by the Circuit Meeting in March 2022, and which will be reviewed in March 2023;
- had a change in Superintendency, with Rev Nick Blundell stepping down from the role, and Rev Philip Drake taking up the duties of superintendency;
- inducted a new Circuit Finance Officer, Mrs Louise Rouse in June 2022, following the resignation of her predecessor in April 2022;
- welcomed Rev Brian Greenfield as an Anglican colleague at Christchurch, Windhill;
- conducted a review of Team Ministry and arranged team building sessions;
- encouraged churches to support the circuit 'Second mile' project, 'PeerTalk', which enables peer support groups for those who have mental health issues, welcoming its Chief Executive Rev Stephen Normanton to speak at a circuit service in July 2022;
- initiated the Methodist Way of Life programme, with the production of video and written resources for a period of a year beginning in March 2022;
- guided church councils through the Marriage and Relationships resolutions, passed down from Methodist Conference;
- supported our circuit prayer network, linking and resourcing the diverse activities of our churches;
- continued to produce weekly worship material (online and posted out) to support those who could not get to services, or who are housebound;
- continued to review Circuit property, including manses, with reference to long-term viability and ecological consequence;
- resumed *Creating Safer Space* Refresher Training, for people who work in church life with children and/or vulnerable adults, and ensured provision of the Leadership Module for ministers, local preachers, worship leaders, and safeguarding officers, thus making our churches safer and more welcoming communities;
- taken the initiative in setting out plans for churches to enhance the provision of digital resources, including online presence and the use of audio-visual equipment;
- continued youth work provision, including a return to face-to-face work, through the Circuit Youth Worker, and in cooperation with the Bradford South Circuit;
- held a joint meeting of the Circuit Leadership Teams of the Bradford North and Bradford South Circuits, with the aim of looking at future possibilities for increased cooperation;
- taken part in Faith Leaders Forum meetings for representatives of different religions in Bradford, organised by the Bishop of Bradford;
- supported the work of the Pioneer Minister in developing ministry relating to well-being and mindfulness;
- explored participation in the District One Opportunity Programme with a young person from the circuit;
- continued to develop our relationship with Bradford South Circuit, through support of the ministry of Rev Graeme Dutton in the city centre (St Arnold's), and also developing online weekly prayers during lockdown;
- supported the provision of new facilities for work with women from other cultures through Touchstone;
- supported the ecumenical work of Churches Together groups;
- continued to support local leadership teams in a significant number of churches;
- supported church congregations as they sought to re-establish a normality coming out of a time of pandemic ;
- monitored our method of determining local church financial contributions to the work of the circuit, and revised contributions appropriately according to changes in circumstance, not least the pandemic;
- completed a monitoring exercise to ensure that churches and circuit remain GDPR compliant, establishing a system of yearly review;
- enabled three local ecumenical partnerships in the circuit to continue their work while reflecting on future challenges and possibilities;

- initiated a review of the congregations in the Shipley area, conducted by an outside facilitator
- continued to work with the congregation at Crag Road, set in a neighbourhood with a high level of deprivation and social issues, exploring the possibility of a circuit project based at the site;
- worked with the congregation at Haworth Road Methodist Church as they worked towards closure in order that there might be 'good endings' and an orderly end to congregational life;

### **Financial Review**

The Statement of Financial Activities shows net income for the year, before other recognised losses, of £371,783 after grants paid of £36,000 (Note 5 to the financial statements). The total reserves at 31 August 2022 stand at £2,140,083. The Trustees consider the financial position to be satisfactory.

### **Principal Funding Sources**

Principal funding sources for the year to 31 August 2022 are the Assessments received from the thirteen churches within the Circuit. The principal expenditure was the salary costs of the three Ministers, one Deacon and three lay staff employed by the Circuit and grants committed.

### **Reserves Policy**

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the Circuit are six months of expenditure amounting to £195,918 for the year ended 31 August 2022. At 31 August 2022 the free reserves amounted to £896,341 thus above this target. The reserves policy will be reviewed annually.

### **Fundraising**

We strive to achieve the highest fundraising standards and we value our supportive funders. We stay up to date with developments in charity regulation, data protection and the Fundraising Preference Service (FPS) to make sure we are legally compliant and adhering to all guidelines. We follow the Institute of Fundraising's Code of Practice.

### **Future Plans**

Challenges moving forward continue to include developing team ministry in such ways that local lay leadership and ministries are supported and enabled to develop, and working with local churches to determine, and put into practice, a realistic long-term strategy for best use of resources for ministry and mission to the communities of North Bradford. This will be done in alignment with the objectives laid out in the Circuit Strategy document, and through a review of future ministry needs.

## **Trustees' Annual Report for the Year Ended 31 August 2022**

### **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 Assembly to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the net income or net expenditure of the Charity for that period. In preparing those financial statements, the Circuit Assembly 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 in business.

The Circuit Assembly is responsible for keeping 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 the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations.

It is also responsible for safeguarding the assets of the charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

Approved on 7<sup>th</sup> March 2023 and signed on behalf of the Circuit by:

*Phil Drake*

Rev. Philip Drake  
**Superintendent Minister**



# **Independent Examiner's Report to the Trustees of Bradford North Methodist Circuit**

I report on the financial statements of Bradford North Methodist Circuit for the year ended 31 August 2022.

## **Responsibilities and basis of report**

As the charity Trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 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.

This report, including my statement, has been prepared for and only for the charity's trustees as a body. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body for my examination work, for this report, or for the statements I have made.

## **Independent Examiner's Statement**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

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.

*Jessica Lawrence*

**Jessica Lawrence FCA CTA**  
Azets Audit Services Ltd  
33 Park Place  
Leeds  
LS1 2RY

11/04/2023 .....

# Bradford North Methodist Circuit

## Statement of Financial Activities for the Year Ended 31 August 2022

	Note	General Fund (Unrestricted)	Circuit Model Trust Fund (Unrestricted)	Restricted Funds	Endowment Funds	2022 Total	2021 Total
		£	£	£	£	£	£
<b>Income from:</b>							
<b>Donations and legacies</b>							
Donations & Legacy		1,750	-	-	-	1,750	1,100
Assessment or Share		737,690	-	-	-	737,690	265,288
<b>Charitable activities</b>							
Transfer from circuit church		18,887	-	-	-	18,887	5,400
Grants		-	-	-	-	-	-
<b>Other trading activities</b>							
Lettings		-	-	-	-	-	-
<b>Investment Income</b>		1,109	1,885	69	1	3,064	1,276
<b>Other income</b>		2,226	-	-	-	2,226	2,644
<b>Total income</b>		761,662	1,885	69	1	763,617	275,708
<b>Expenditure on:</b>							
<b>Charitable Activities</b>							
Stipends and staff costs	2	116,172	50,800	-	-	166,972	163,541
District Assessment		51,216	-	-	-	51,216	52,260
Admin, insurance, professional telephone and travel		82,638	10,215	43	-	92,896	57,456
Utilities		12,150	-	-	-	12,150	13,569
Maintenance on manses		16,217	-	-	1	16,218	12,373
Expenditure on other Circuit property		11,985	-	1,100	-	13,085	3,972
Depreciation		790	-	-	-	790	1,555
Other expenditure		2,507	-	-	-	2,507	2,924
Grants and donations	5	-	36,000	-	-	36,000	5,400
<b>Total expenditure</b>		293,675	97,015	1,143	1	391,834	313,050
<b>Net (expenditure)/income before other recognised gains</b>		467,987	(95,130)	(1,074)	-	371,783	(37,342)
Realised and unrealised gains on investments		-	(1,025)	-	-	(1,025)	2,531
Transfers between funds		(357,008)	357,008	-	-	-	-
<b>Net movement in funds</b>		110,979	260,853	(1,074)	-	370,758	(34,811)
Funds brought forward		1,529,822	224,398	15,005	100	1,769,325	1,804,136
<b>Funds carried forward</b>		<b>1,640,801</b>	<b>485,251</b>	<b>13,931</b>	<b>100</b>	<b>2,140,083</b>	<b>1,769,325</b>

A comparative Statement of Financial Activities for the year ended 31 August 2021 is shown in Note 18.

There were no recognised gains and losses for 2022 and 2021 other than those included in the Statement of Financial Activities.

The notes on pages 10 to 21 form part of these financial statements.

# Bradford North Methodist Circuit

## Balance Sheet as at 31 August 2022

	Note	General Fund (Unrestricted)	Circuit Model Trust Fund (Unrestricted)	Restricted Funds	Endowment Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£	£	£
<b>Fixed assets:</b>							
Tangible assets	6	1,226,615	-	-	-	1,226,615	1,226,071
Listed Investments	7	-	15,296	-	-	15,296	16,321
Long Term Loan	8	10,000	-	-	-	10,000	10,000
		1,236,615	15,296	-	-	1,251,911	1,252,392
<b>Current assets:</b>							
Debtors	9	19,322	-	-	-	19,322	13,204
Church held for sale		-	-	-	-	-	-
Cash deposits		323,844	508,755	13,931	100	846,630	374,448
Cash at bank and in hand		92,309	-	-	-	92,309	166,966
		435,475	508,755	13,931	100	958,261	554,618
<b>Creditors:</b> Amounts falling due within one year	10	(31,289)	(16,600)	-	-	(47,889)	(32,685)
<b>Net current assets</b>		404,186	492,155	13,931	100	910,372	521,933
<b>Creditors:</b> Amounts falling due after more than one year	10	-	(22,200)	-	-	(22,200)	(5,000)
<b>Total net assets</b>		1,640,801	485,251	13,931	100	2,140,083	1,769,325
<b>Funds of the Circuit</b>							
General Fund	11/12	1,640,801	-	-	-	1,640,801	1,529,822
Circuit Model Trust Fund	11/12	-	485,251	-	-	485,251	224,398
Total Unrestricted Funds		-	485,251	-	-	2,126,052	1,754,220
Restricted Funds	11/12	-	-	13,931	-	13,931	15,005
Endowment Funds	11/12	-	-	-	100	100	100
<b>Total Funds</b>	11/12	1,640,801	485,251	13,931	100	2,140,083	1,769,325

The notes on pages 10 to 21 form part of these financial statements.

These financial statements were approved by the board of Trustees on 7<sup>th</sup> March 2023 and signed on its behalf.

*Phil Drake*

Rev Philip Drake  
**Superintendent Minister and Chair of Trustees**

# **Bradford North Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2022**

### **1. Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **Charity information**

Bradford North Methodist Circuit is a charitable trust registered with the Charity Commission in England and Wales under the registered number 1137672. The principal address is Baildon Methodist Church, Newton Way, Baildon, Shipley, BD17 5NH.

#### **Basis of preparation of Financial Statements**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

Bradford North Methodist Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

#### **Going concern**

The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. They have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for the foreseeable future and have adequate contingency plans in the event that income streams are reduced. Consequently, the financial statements have therefore been prepared on the basis that the charity is a going concern.

Bradford North Methodist Circuit meets the definition of a public benefit entity under FRS 102.

#### **Funds**

The funds held constitute:

General Funds held for any purpose of the Circuit which are unrestricted. The Circuit Model Trust Fund has wide purposes defined in Standing Orders and is categorised as unrestricted.

Restricted funds represent grants, donations and legacies received which are allocated by the donor for a particular project or activity.

Endowment funds represent gifts, the capital normally being unavailable for spending, and the income from which is either restricted or unrestricted.

Details of each material fund are disclosed in the notes to these Financial Statements.

# **Bradford North Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2022**

### **1. Accounting Policies (continued)**

#### **Income**

Income represents all income which becomes available to the charity but excludes gains on investments. Grants and donations are recognisable when the charity becomes entitled to receive the funds, when it is probable that the funds will be received and that they can be measured with sufficient accuracy. Investment income is recognised on an accruals basis and comprises of interest receivable during the accounting period.

Sale proceeds from the sale of assets not previously capitalised are shown net of the property levy where there is no replacement scheme for those assets.

#### **Expenditure**

Expenditure is recognised in the period in which it is incurred and includes attributable VAT which can not be recovered.

Charitable expenditure comprises those costs incurred by the charity in the deliverance of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.

Support costs include those costs incurred in supporting the work of the charity.

#### **Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Circuit to pay out resources.

#### **Tangible fixed assets for use by the Circuit**

A tangible fixed asset is capitalised where the cost of an individual asset is £1,000 or more.

The Circuit Meeting has provided a reasonable estimate of the buildings' current value to the circuit. It is the circuit's policy to revalue its buildings on a regular basis. Contents are included in the valuation of each property accordingly no depreciation is provided on freehold property. The Trustees consider the carrying value of the freehold land and buildings to be materially equivalent to the carrying value.

Depreciation rates are as follows:

Manses, furniture and fittings	At valuation
Equipment	25% straight-line basis

#### **Transfer of church buildings into the circuit**

Where a church building that is no longer under the stewardship of the church but where responsibility for stewardship has been transferred to the circuit following the closure of the church, the following accounting policy will be adopted. The property will be included as a current asset net of any levy and included in income where an acceptable offer has been made for the building during the accounting period and the sale has been crystallised after the year end.

#### **Investments**

Investments are valued in the balance sheet at market value at the year end. Investment income is included in the accounts when receivable and any gains or losses on revaluation at the year end are shown in the SOFA.

Deposit Funds, such as TIF (Trustee Interest Fund) held via Trustees for Methodist Church Purposes and the Central Finance Board are shown separately from Cash and Bank in the Balance Sheet.

# **Bradford North Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2022**

### **1. Accounting Policies (continued)**

#### **Financial Instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### **Debtors and prepayments**

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any discounts due.

#### **Creditors, loans, provisions and grants payable**

Creditors, loans and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfers of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value after allowing for any discounts which may be due.

#### **Grants**

Grants payable are commitments (including payments) made to third parties in the furtherance of the charitable objectives of the charity. Single or multi-year grants are accounted for as grants payable when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside the control of the charity.

Grants to local churches for property schemes and other purposes are accounted for as liabilities when they receive formal approval by the Circuit Meeting. On some occasions the Circuit Meeting will be asked to indicate whether it would approve a property development or building of a new church when the project is still at a development stage and other partners are still being consulted. The Circuit Meeting usually indicates that it would support the investment of the proceeds of sale of any related properties and how much it would be prepared to give in addition. Such amounts are not considered to be binding obligations on the Circuit until such time as a formal scheme is brought forward and approved by the Circuit Meeting.

Financial liabilities are only derecognised when, and only when, the charity's obligations are discharged, cancelled or they expire.

#### **Pensions and staff costs**

The charity makes payments to the Methodist Ministers' Pension Scheme (MMPS) which is a defined benefits scheme operated by The Methodist Church. The Circuit accounts for contributions paid by circuit as defined contribution scheme as the defined benefit liability is that of the Methodist Church not the Circuit.

#### **Taxation**

Bradford North Methodist Circuit is a registered charity and as such is potentially entitled to tax exemption under Section 256 of the Taxation of Chargeable Gains Act 1992 in respect of income and gains arising.

# Bradford North Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 1. Accounting Policies (continued)

#### Critical Accounting Estimates and Judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount 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. Revisions to accounting estimates are recognised in the period in which the estimates are revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no estimates or assumptions that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

### 2. Minister and Lay Staff Information

The average number of clergy and lay staff analysed by function was:

	2022	2021
Clergy	4.0	4.0
Lay staff	3.0	3.0
	7.0	7.0

Ministers and lay staff costs during the year were as follows:

	Clergy 2022 £	Lay staff 2022 £	Total 2022 £	Clergy 2021 £	Lay staff 2021 £	Total 2021 £
Wages and salaries	93,476	36,704	130,181	92,481	35,198	127,679
Social security costs	8,843	1,663	10,505	8,510	1,210	9,720
Pension costs	24,313	1,973	26,286	24,030	2,112	26,142
	126,632	40,340	166,972	125,021	38,520	163,541

No employee earned £60,000 or more during the year (2021: no employee).

The charity considers its key management personnel to be the Circuit Leadership Team as set out on page 1. The remuneration of the Circuit Ministers (clergy) and Lay staff are set out above with further details set out in Note 13. No other members of the Circuit Leadership Team receive remuneration from the Circuit.

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 3. Trustees' Remuneration and Trustees' Expenses

There were no expenses paid to Trustees during the year other than those referred to in Note 13. All salaried ministers' expenses were incurred in carrying out their roles as ministers.

Information on amounts paid to Trustees is included in Note 13.

#### 4. Net Expenditure

This is stated after charging:

	2022 £	2021 £
Independent examiner's remuneration:		
Independent examination fee (including non-recoverable VAT)	2,340	1,560
Depreciation	790	1,555

#### 5. Grant Expenditure

Organisation	Commitments unpaid as at 1 September 2021	Commitments made in 2021/2022	Paid in 2021/2022	Commitments unpaid as at 31 August 2022
Bradford South City Centre – St Arnold (payable over 3 years)	3,000	-	3,000	-
Touchstone	-	27,000	5,400	21,600
Chaplaincy Grant (payable over 3 years)	3,200	-	-	3,200
Christians Against Poverty Debt Agency Grant (payable over 3 years)	10,000	-	5,000	5,000
Bradford South City Centres- St Arnolds (payable over 3 years)		9,000	-	9,000
	16,200	36,000	15,500	38,800



## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 6. Tangible Fixed Assets

	Property (Manse and internal contents) £	Office equipment £	Total £
<b>Valuation:</b>			
As at 1 September 2021	1,225,000	15,759	1,240,759
Addition of assets	-	1,334	1,334
At 31 August 2022	1,225,000	17,093	1,242,093
<b>Depreciation:</b>			
As at 1 September 2021	-	14,688	14,688
Charge for year	-	790	790
At 31 August 2022	-	15,478	15,478
<b>Net book value:</b>			
At 31 August 2022	1,225,000	1,615	1,226,615
At 31 August 2021	1,225,000	1,071	1,226,071

The historical cost of tangible fixed assets was £1,015,348 (2021 - £1,014,014).

#### 7. Investments

	£
Market value at 31 August 2021	16,321
Realised and unrealised loss	(1,025)
Market Value at 31 August 2022	15,296

Investments include unitised funds held in the Managed Mixed Fund administered by the Central Finance Board of the Methodist Church.

The historical cost of investments held at market value was £7,918 (2021 - £7,918).

#### 8. Long Term Loan

	2022 £	2021 £
Loan to Yorkshire West Methodist District	10,000	10,000

#### 9. Debtors: Amounts Falling Due Within One Year

	2022 £	2021 £
Prepayments and other debtors	19,322	13,204

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 10. Creditors: Amounts Falling Due Within One Year

	2022 £	2021 £
Assessments in advance	27,705	19,545
Grants payable (Note 5)	16,600	11,200
Creditors and accruals	3,584	1,940
	47,889	32,685

#### Creditors: Amounts Falling Due Over One Year

	2022 £	2021 £
Grants payable (Note 5)	22,200	5,000

#### 11. Movement in Funds

Current year	Balance 1 September 2021 £	Income £	Expenditure £	Transfers £	Gains £	Balance 31 August 2022 £
<b>Unrestricted funds:</b>						
General Funds	1,529,822	761,662	(293,675)	(357,008)	-	1,640,801
Circuit Model Trust Fund	224,398	1,885	(97,015)	357,008	(1,025)	485,251
Total unrestricted funds	1,754,220	763,547	(390,690)	-	(1,025)	2,126,052
<b>Restricted funds:</b>						
Mabel Goldsborough Bequest	8,279	38	(1,124)	-	-	7,193
Trust 17586 Various Bequests	6,726	31	(19)	-	-	6,738
Total restricted funds	15,005	69	(1143)	-	-	13,931
<b>Permanent Endowment:</b>						
Edwin Robinson Bequest	100	1	(1)	-	-	100
<b>Total funds</b>	<b>1,769,325</b>	<b>763,617</b>	<b>(391,834)</b>	<b>-</b>	<b>(1,025)</b>	<b>2,140,083</b>

#### Restricted funds:

Mabel Goldsbrough Bequest is for the upkeep and maintenance of the Circuit's Croft Street Cemetery.

#### Transfers:

Transfers have been made to move the proceeds from the sale of the Wrose and Eccleshill churches from the general funds to the circuit model trust fund.

#### 11. Movement in Funds (continued)

## Bradford North Methodist Circuit

Prior Year	Balance 1 September 2020	Income	Expenditure	Transfers	Gains	Balance 31 August 2021
	£	£	£	£	£	£
<b>Unrestricted funds:</b>						
General Funds	1,615,009	274,664	(282,367)	(77,484)	-	1,529,822
Circuit Model Trust Fund	172,944	990	(29,551)	77,484	2,531	224,398
Total unrestricted funds	1,787,953	275,654	(311,918)	-	2,531	1,754,220
<b>Restricted funds:</b>						
Mabel Goldsborough Bequest	9,366	31	(1,118)	-	-	8,279
Trust 17586 Various Bequests	6,717	22	(13)	-	-	6,726
Total restricted funds	16,083	53	(1,131)	-	-	15,005
<b>Permanent Endowment:</b>						
Edwin Robinson Bequest	100	1	(1)	-	-	100
<b>Total funds</b>	<b>1,804,136</b>	<b>275,708</b>	<b>(313,050)</b>	<b>-</b>	<b>2,531</b>	<b>1,769,325</b>

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 12. Analysis of Net Assets by Fund

Current Year	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Tangible fixed assets	1,226,615	-	-	1,226,615
Listed Investments	15,296	-	-	15,296
Long term loan	10,000	-	-	10,000
Net current assets	896,341	13,931	100	910,372
Creditors over 1 year	(22,200)	-	-	(22,200)
	2,126,052	13,931	100	2,140,083
Prior Year	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Tangible fixed assets	1,226,071	-	-	1,226,071
Listed Investments	16,322	-	-	16,322
Long term loan	10,000	-	-	10,000
Net current assets	506,827	15,005	100	521,932
Creditors over 1 year	(5,000)	-	-	(5,000)
	1,754,220	15,005	100	1,769,325

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 13. 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 of £25,824 (2021: £25,524)

Rev N Blundell  
Rev P Drake  
Rev C Crabtree

Deacon M Evans is employed at 50% and receives the basic stipend of £12,912 (2021: 12,762)

Ministers and Deacons are provided living accommodation as required by the church's Standing Orders.

In addition to the basic stipend the following Connexionally agreed additional allowances were paid:  
Rev P Drake: Superintendent Minister's allowance of £2,583 (2021: £2,552).

##### Lay employees

The following members of the Circuit Meeting are also employees of the Circuit and are in receipt of salaries for the work they undertake in the capacities indicated. They do not receive payment for acting as Trustees:

Name	Position	2022 £	2021 £
Clair Schofield	Administrator	11,140	9,868
Nicola Cameron	Finance Officer (resigned April 2022)	7,474	10,091
Laura Tunnacliffe	Children's Ministry Enabler	15,417	15,238
Louise Rouse	Finance Officer (appointed 28/06/22)	2,097	

##### Other related party transactions

Ashley France who is a Trustee of the circuit, is a chartered surveyor employed by Batty France, chartered quantity surveyors. Batty France provided professional services totalling £29,614 (2021: £7,810) to the circuit during the year in relation to a number of properties held by the charity. There was £nil outstanding balance to Batty France at 31 August 2022 (2020: £nil). He was also paid £0 for expenses relating to manse repairs (2021: £352).

## **Bradford North Methodist Circuit**

### **Notes to the Financial Statements for the Year Ended 31 August 2022**

#### **14. Pension Schemes**

The charity makes payments to the Methodist Ministers' Pension Scheme (MMPS) which is a defined benefit scheme. The Circuit accounts for contributions paid to the scheme as if the scheme were a defined contribution scheme and amounts are recognised in the income statement. The Circuit is not a participating employer in the scheme and the liability sits with the Methodist Church. The circuit contributes 26.9% (2021: 26.9%) of ministers' stipends which are paid the Methodist Church.

The cost of the pension scheme to the circuit for the year ended 31 August 2022 was £24,313 (2021: £24,031). At the 31 August 2022 £2,113 was prepaid in respect of the scheme (2021: £1,881).

Three of the Lay Employees are members of The Pensions Trust, which is a defined contribution scheme. The cost of the pension scheme to the circuit for the year ended 31 August 2022 was £1,973 (2021: £2,112).

#### **15. Trustees**

The following Trustees have held office since 1 September 2021:

David O'Loan (appointed 01/09/22)	Louise Rouse (appointed 28/06/22)
Stuart Ayrton	Heather Ayrton
Linda Bairstow	Allan Barker
Martin Bashforth	Janet Bell
Tim Billingsley	Rev Nick Blundell
Anthony Butterfield	Geoffrey Briggs
Nicola Cameron (resigned 28/04/2022)	Roger Butterfield
Rev Christine Crabtree	June Carter
Ian Dobson	Jennifer Conroy
Shelia Dunn	John Denton
John Fisher (resigned 1/9/2022)	Rev Philip Drake
Ashley France	Meredith Evans
Alun Griffiths	Rev Lyn Gregg
Nigel Hainsworth	Clive Grimshaw
Rev Derek Hoe	Janet Harper
David Hogg	Judith Herne
Dee Kesler	Diana Hogg
Margaret Mallison	Helen Hoyle
Rev. Pat Malham (appointed 01/09/2022)	Peter Jackson
Jean Morris	Laurence Mann
Jeremy Parker	Colleen Middleton
Rev. Sarah Jemison (appointed 01/09/2022)	Roger Morris
Joyce Rossington	Rev Geoff Reid
Laura Tunnacliffe	Norman Roper
John Watmough	Rev. Rob Drost (appointed 01/09/2022)
Carol Whitrick	Jenny Ambler
John Anderson (resigned 01/09/2022)	Rev Robert Marsh (resigned 01/09/2022)
Clair Schofield	Gary Picken (resigned 01/09/2022)
Rev Vicki Atkins (resigned 01/09/2022)	Trevor Roberts (resigned 01/09/2022)

#### **16. Financial Commitments**

There were no financial commitments at the 31 August 2022 (2021: none).

#### **17. Contingent Liabilities**

There were no contingent liabilities as at 31 August 2022 (2021: £none).

# Bradford North Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 18. Comparative Statement of Financial Activities for the Year Ended 31 August 2021

	General Fund (Unrestricted)	Circuit Model Trust Fund (Unrestricted)	Restricted Funds	Endowment Funds	2021 Total
	£	£	£	£	£
<b>Income from:</b>					
<b>Donations and legacies</b>					
Donations	1,100	-	-	-	1,100
Assessment or Share	265,288	-	-	-	265,288
<b>Charitable activities</b>					
Transfer from circuit church	5,400	-	-	-	5,400
Grants	-	-	-	-	-
<b>Other trading activities</b>					
Lettings	-	-	-	-	-
<b>Investment Income</b>	232	990	53	1	1,276
<b>Other income</b>	2,644	-	-	-	2,644
<b>Total income</b>	274,664	990	53	1	275,708
<b>Expenditure on:</b>					
<b>Charitable Activities</b>					
Stipends and staff costs	141,741	21,800	-	-	163,541
District Assessment	52,260	-	-	-	52,260
Admin, insurance, professional telephone and travel	49,674	7,751	31	-	57,456
Utilities	13,569	-	-	-	13,569
Maintenance on manses	12,372	-	-	1	12,373
Expenditure on other Circuit property	2,872	-	1,100	-	3,972
Depreciation	1,555	-	-	-	1,555
Other expenditure	2,924	-	-	-	2,924
Grants and donations	5,400				
<b>Total expenditure</b>	282,367	29,551	1,131	1	313,050
<b>Net (expenditure) before other recognised gains</b>	(7,703)	(28,561)	(1,078)	-	(37,342)
Realised and unrealised gains on investments	-	2,531	-	-	2,531
Transfers between funds	(77,484)	77,484	-	-	-
<b>Net movement in funds</b>	(85,187)	51,454	(1,078)	-	(34,811)
Funds brought forward	1,615,009	172,944	16,083	100	1,804,136
<b>Funds carried forward</b>	<b>1,529,822</b>	<b>224,398</b>	<b>15,005</b>	<b>100</b>	<b>1,769,325</b>

**Charity Number: 1137672**

**Bradford North Methodist Circuit**

**Trustees' Annual Report and Financial Statements  
for the Year Ended 31 August 2022**



# Bradford North Methodist Circuit

## Contents

**Page**

Charity Information ..... 1

Report of the Trustees..... 3

Independent Examiner’s Report..... 7

Statement of Financial Activities ..... 8

Balance Sheet ..... 9

Notes to the Financial Statements ..... 10

# Bradford North Methodist Circuit

## Charity Information

### Administrative Information

The Circuit was registered as a charity with the Charity Commission in England and Wales on 31 August 2010.

**Circuit Number:** 27/32  
**Charity Registration Number:** 1137672

The Circuit comprised the following 11 churches at 31 August 2022:

Allerton, Baildon, Bolton, Calverley, Christchurch LEP, Crag Road, Northcliffe LEP, Saltaire, St Andrews (Undercliffe), Thackley, Thornton, Wilsden LEP. The Bradford North Circuit took control of the Sandy Lane building from September 2017, which was sold in October 2020. The Bradford North Circuit took control of the Wrose building from September 2021, which was sold in July 2022. The Bradford North Circuit took control of the Haworth Road building from May 2021.

**Superintendent Minister:** Rev. Philip Drake  
Circuit Office  
Baildon Methodist Church  
Newton Way, Baildon  
West Yorkshire BD17 5NH

**Circuit Treasurer:** John Watmough (resigned July 2022)  
Clive Grimshaw (appointed July 2022)  
27 Killinghall Drive  
Bradford  
BD2 4RX

**Trustees:** The Trustees who are the members of the Circuit Meeting are listed in Note 15.

**Leadership Team:** Rev. Philip Drake  
Rev. Nicholas Blundell  
Rev. Christine Crabtree  
Deacon Meredith Evans  
Rev. Keith Knight (resigned August 2022)  
Rev. Vicky Atkins (resigned August 2022)  
Rev. Derek Hoe  
Rev. Robert Marsh (resigned August 2022)  
Rev. Geoff Reid  
Rev. Rob Drost (appointed August 2022)  
Rev. Pat Malham (appointed August 2022)  
Rev. Sarah Jemison (appointed August 2022)  
Mrs Laura Tunnacliffe (Circuit Youth Worker)  
Mrs Clair Schofield (Administrator)  
Mrs Nicola Cameron (Finance Officer resigned April 2022)  
Mrs Louise Rouse (Finance Officer appointed June 2022)

**Circuit Stewards:** Mr Stuart Ayrton  
Mr Clive Grimshaw  
Mrs Jennifer Conroy

**Lay Employment Officer:** Vacant

**Local Preachers' Secretary:** Mr Stuart Ayrton

**Property Officer:** Mr Ashley France

<b>Safeguarding Officers:</b>	Mrs Jean Morris Mr Roger Morris Mr Roger Butterfield
<b>Principal address:</b>	Baildon Methodist Church Newton Way Baildon Shipley West Yorkshire BD17 5NH
<b>Bankers:</b>	Barclays Bank plc 10 Market Street Bradford West Yorkshire BD1 1EG
<b>Solicitors:</b>	Barton Legal Limited 12 New Road Side Rawdon Leeds West Yorkshire LS19 6HN
<b>Independent Examiner:</b>	Jessica Lawrence FCA CTA Azets Audit Services Ltd 33 Park Place Leeds LS1 2RY

## Bradford North Methodist Circuit

### Trustees' Annual Report for the Year Ended 31 August 2022

#### Structure, Governance and Management

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

**The Governing Document:** Deed Of Union (1932) and Methodist Church Act (1976)

**Constituted:** Act of Parliament

**Selection of Trustees:** Appointed by local churches and existing Trustees  
Ministers are automatically Trustees

**Structure:** Part of the Yorkshire West District of the Methodist Church  
Accountable to the Methodist Conference

**Risks:** Considered by the Leadership Team  
Take professional Advice when required  
Adopted Safeguarding Policy

The Trustees consider the key management personnel to be the Circuit Leadership Team which consists of all ministers appointed to the Circuit, including supernumeraries, Circuit Stewards, Treasurer, Property Officer, Safeguarding Officers, Local Preachers' Secretary and Circuit Lay employees.

#### Objectives and Activities

The Bradford North Methodist Circuit has worked to the priorities set nationally by the Methodist Church, in response to its understanding of its calling:

*"The calling of the Methodist Church is:*

- to increase awareness of God's presence and to celebrate God's love.*
- to help people to 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.*

#### Priorities for the Methodist Church:

*In partnership with others wherever possible, the Methodist Church will concentrate its prayers, resources, imagination and commitments:*

- to proclaim and affirm its conviction of God's love in Christ, for us and for all the world; and*
- to renew confidence in God's presence and action in the world and in the Church.*

*As ways towards realising this priority, the Methodist Church will give particular attention to:*

- underpinning 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."*

The Bradford North Circuit works to enable the local churches which constitute the Circuit to fulfil their mission and ministry, in the light of the above priorities.

## Trustees' Annual Report for the Year Ended 31 August 2022

When reviewing the aims and objectives of the charity and planning future activities the Trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission.

### Achievements and Performance

In the last year we have:

- completed work on a Circuit strategy document which was agreed by the Circuit Meeting in March 2022, and which will be reviewed in March 2023;
- had a change in Superintendency, with Rev Nick Blundell stepping down from the role, and Rev Philip Drake taking up the duties of superintendency;
- inducted a new Circuit Finance Officer, Mrs Louise Rouse in June 2022, following the resignation of her predecessor in April 2022;
- welcomed Rev Brian Greenfield as an Anglican colleague at Christchurch, Windhill;
- conducted a review of Team Ministry and arranged team building sessions;
- encouraged churches to support the circuit 'Second mile' project, 'PeerTalk', which enables peer support groups for those who have mental health issues, welcoming its Chief Executive Rev Stephen Normanton to speak at a circuit service in July 2022;
- initiated the Methodist Way of Life programme, with the production of video and written resources for a period of a year beginning in March 2022;
- guided church councils through the Marriage and Relationships resolutions, passed down from Methodist Conference;
- supported our circuit prayer network, linking and resourcing the diverse activities of our churches;
- continued to produce weekly worship material (online and posted out) to support those who could not get to services, or who are housebound;
- continued to review Circuit property, including manses, with reference to long-term viability and ecological consequence;
- resumed *Creating Safer Space* Refresher Training, for people who work in church life with children and/or vulnerable adults, and ensured provision of the Leadership Module for ministers, local preachers, worship leaders, and safeguarding officers, thus making our churches safer and more welcoming communities;
- taken the initiative in setting out plans for churches to enhance the provision of digital resources, including online presence and the use of audio-visual equipment;
- continued youth work provision, including a return to face-to-face work, through the Circuit Youth Worker, and in cooperation with the Bradford South Circuit;
- held a joint meeting of the Circuit Leadership Teams of the Bradford North and Bradford South Circuits, with the aim of looking at future possibilities for increased cooperation;
- taken part in Faith Leaders Forum meetings for representatives of different religions in Bradford, organised by the Bishop of Bradford;
- supported the work of the Pioneer Minister in developing ministry relating to well-being and mindfulness;
- explored participation in the District One Opportunity Programme with a young person from the circuit;
- continued to develop our relationship with Bradford South Circuit, through support of the ministry of Rev Graeme Dutton in the city centre (St Arnold's), and also developing online weekly prayers during lockdown;
- supported the provision of new facilities for work with women from other cultures through Touchstone;
- supported the ecumenical work of Churches Together groups;
- continued to support local leadership teams in a significant number of churches;
- supported church congregations as they sought to re-establish a normality coming out of a time of pandemic ;
- monitored our method of determining local church financial contributions to the work of the circuit, and revised contributions appropriately according to changes in circumstance, not least the pandemic;
- completed a monitoring exercise to ensure that churches and circuit remain GDPR compliant, establishing a system of yearly review;
- enabled three local ecumenical partnerships in the circuit to continue their work while reflecting on future challenges and possibilities;

- initiated a review of the congregations in the Shipley area, conducted by an outside facilitator
- continued to work with the congregation at Crag Road, set in a neighbourhood with a high level of deprivation and social issues, exploring the possibility of a circuit project based at the site;
- worked with the congregation at Haworth Road Methodist Church as they worked towards closure in order that there might be 'good endings' and an orderly end to congregational life;

### **Financial Review**

The Statement of Financial Activities shows net income for the year, before other recognised losses, of £371,783 after grants paid of £36,000 (Note 5 to the financial statements). The total reserves at 31 August 2022 stand at £2,140,083. The Trustees consider the financial position to be satisfactory.

### **Principal Funding Sources**

Principal funding sources for the year to 31 August 2022 are the Assessments received from the thirteen churches within the Circuit. The principal expenditure was the salary costs of the three Ministers, one Deacon and three lay staff employed by the Circuit and grants committed.

### **Reserves Policy**

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the Circuit are six months of expenditure amounting to £195,918 for the year ended 31 August 2022. At 31 August 2022 the free reserves amounted to £896,341 thus above this target. The reserves policy will be reviewed annually.

### **Fundraising**

We strive to achieve the highest fundraising standards and we value our supportive funders. We stay up to date with developments in charity regulation, data protection and the Fundraising Preference Service (FPS) to make sure we are legally compliant and adhering to all guidelines. We follow the Institute of Fundraising's Code of Practice.

### **Future Plans**

Challenges moving forward continue to include developing team ministry in such ways that local lay leadership and ministries are supported and enabled to develop, and working with local churches to determine, and put into practice, a realistic long-term strategy for best use of resources for ministry and mission to the communities of North Bradford. This will be done in alignment with the objectives laid out in the Circuit Strategy document, and through a review of future ministry needs.

## **Trustees' Annual Report for the Year Ended 31 August 2022**

### **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 Assembly to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the net income or net expenditure of the Charity for that period. In preparing those financial statements, the Circuit Assembly 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 in business.

The Circuit Assembly is responsible for keeping 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 the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations.

It is also responsible for safeguarding the assets of the charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

Approved on 7<sup>th</sup> March 2023 and signed on behalf of the Circuit by:

*Phil Drake*

Rev. Philip Drake  
**Superintendent Minister**

# **Independent Examiner's Report to the Trustees of Bradford North Methodist Circuit**

I report on the financial statements of Bradford North Methodist Circuit for the year ended 31 August 2022.

## **Responsibilities and basis of report**

As the charity Trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 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.

This report, including my statement, has been prepared for and only for the charity's trustees as a body. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body for my examination work, for this report, or for the statements I have made.

## **Independent Examiner's Statement**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

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.

*Jessica Lawrence*

**Jessica Lawrence FCA CTA**  
Azets Audit Services Ltd  
33 Park Place  
Leeds  
LS1 2RY

11/04/2023 .....



# Bradford North Methodist Circuit

## Statement of Financial Activities for the Year Ended 31 August 2022

	Note	General Fund (Unrestricted)	Circuit Model Trust Fund (Unrestricted)	Restricted Funds	Endowment Funds	2022 Total	2021 Total
		£	£	£	£	£	£
<b>Income from:</b>							
<b>Donations and legacies</b>							
Donations & Legacy		1,750	-	-	-	1,750	1,100
Assessment or Share		737,690	-	-	-	737,690	265,288
<b>Charitable activities</b>							
Transfer from circuit church		18,887	-	-	-	18,887	5,400
Grants		-	-	-	-	-	-
<b>Other trading activities</b>							
Lettings		-	-	-	-	-	-
<b>Investment Income</b>		1,109	1,885	69	1	3,064	1,276
<b>Other income</b>		2,226	-	-	-	2,226	2,644
<b>Total income</b>		761,662	1,885	69	1	763,617	275,708
<b>Expenditure on:</b>							
<b>Charitable Activities</b>							
Stipends and staff costs	2	116,172	50,800	-	-	166,972	163,541
District Assessment		51,216	-	-	-	51,216	52,260
Admin, insurance, professional telephone and travel		82,638	10,215	43	-	92,896	57,456
Utilities		12,150	-	-	-	12,150	13,569
Maintenance on manses		16,217	-	-	1	16,218	12,373
Expenditure on other Circuit property		11,985	-	1,100	-	13,085	3,972
Depreciation		790	-	-	-	790	1,555
Other expenditure		2,507	-	-	-	2,507	2,924
Grants and donations	5	-	36,000	-	-	36,000	5,400
<b>Total expenditure</b>		293,675	97,015	1,143	1	391,834	313,050
<b>Net (expenditure)/income before other recognised gains</b>		467,987	(95,130)	(1,074)	-	371,783	(37,342)
Realised and unrealised gains on investments		-	(1,025)	-	-	(1,025)	2,531
Transfers between funds		(357,008)	357,008	-	-	-	-
<b>Net movement in funds</b>		110,979	260,853	(1,074)	-	370,758	(34,811)
Funds brought forward		1,529,822	224,398	15,005	100	1,769,325	1,804,136
<b>Funds carried forward</b>		<b>1,640,801</b>	<b>485,251</b>	<b>13,931</b>	<b>100</b>	<b>2,140,083</b>	<b>1,769,325</b>

A comparative Statement of Financial Activities for the year ended 31 August 2021 is shown in Note 18.

There were no recognised gains and losses for 2022 and 2021 other than those included in the Statement of Financial Activities.

The notes on pages 10 to 21 form part of these financial statements.

# Bradford North Methodist Circuit

## Balance Sheet as at 31 August 2022

	Note	General Fund (Unrestricted)	Circuit Model Trust Fund (Unrestricted)	Restricted Funds	Endowment Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£	£	£
<b>Fixed assets:</b>							
Tangible assets	<b>6</b>	1,226,615	-	-	-	1,226,615	1,226,071
Listed Investments	<b>7</b>	-	15,296	-	-	15,296	16,321
Long Term Loan	<b>8</b>	10,000	-	-	-	10,000	10,000
		1,236,615	15,296	-	-	1,251,911	1,252,392
<b>Current assets:</b>							
Debtors	<b>9</b>	19,322	-	-	-	19,322	13,204
Church held for sale		-	-	-	-	-	-
Cash deposits		323,844	508,755	13,931	100	846,630	374,448
Cash at bank and in hand		92,309	-	-	-	92,309	166,966
		435,475	508,755	13,931	100	958,261	554,618
<b>Creditors:</b> Amounts falling due within one year	<b>10</b>	(31,289)	(16,600)	-	-	(47,889)	(32,685)
<b>Net current assets</b>		404,186	492,155	13,931	100	910,372	521,933
<b>Creditors:</b> Amounts falling due after more than one year	<b>10</b>	-	(22,200)	-	-	(22,200)	(5,000)
<b>Total net assets</b>		1,640,801	485,251	13,931	100	2,140,083	1,769,325
<b>Funds of the Circuit</b>							
General Fund	<b>11/12</b>	1,640,801	-	-	-	1,640,801	1,529,822
Circuit Model Trust Fund	<b>11/12</b>	-	485,251	-	-	485,251	224,398
Total Unrestricted Funds		-	485,251	-	-	2,126,052	1,754,220
Restricted Funds	<b>11/12</b>	-	-	13,931	-	13,931	15,005
Endowment Funds	<b>11/12</b>	-	-	-	100	100	100
<b>Total Funds</b>	<b>11/12</b>	1,640,801	485,251	13,931	100	2,140,083	1,769,325

The notes on pages 10 to 21 form part of these financial statements.

These financial statements were approved by the board of Trustees on 7<sup>th</sup> March 2023 and signed on its behalf.

*Phil Drake*

Rev Philip Drake  
**Superintendent Minister and Chair of Trustees**

# **Bradford North Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2022**

### **1. Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **Charity information**

Bradford North Methodist Circuit is a charitable trust registered with the Charity Commission in England and Wales under the registered number 1137672. The principal address is Baildon Methodist Church, Newton Way, Baildon, Shipley, BD17 5NH.

#### **Basis of preparation of Financial Statements**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

Bradford North Methodist Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

#### **Going concern**

The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. They have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for the foreseeable future and have adequate contingency plans in the event that income streams are reduced. Consequently, the financial statements have therefore been prepared on the basis that the charity is a going concern.

Bradford North Methodist Circuit meets the definition of a public benefit entity under FRS 102.

#### **Funds**

The funds held constitute:

General Funds held for any purpose of the Circuit which are unrestricted. The Circuit Model Trust Fund has wide purposes defined in Standing Orders and is categorised as unrestricted.

Restricted funds represent grants, donations and legacies received which are allocated by the donor for a particular project or activity.

Endowment funds represent gifts, the capital normally being unavailable for spending, and the income from which is either restricted or unrestricted.

Details of each material fund are disclosed in the notes to these Financial Statements.

# **Bradford North Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2022**

### **1. Accounting Policies (continued)**

#### **Income**

Income represents all income which becomes available to the charity but excludes gains on investments. Grants and donations are recognisable when the charity becomes entitled to receive the funds, when it is probable that the funds will be received and that they can be measured with sufficient accuracy. Investment income is recognised on an accruals basis and comprises of interest receivable during the accounting period.

Sale proceeds from the sale of assets not previously capitalised are shown net of the property levy where there is no replacement scheme for those assets.

#### **Expenditure**

Expenditure is recognised in the period in which it is incurred and includes attributable VAT which can not be recovered.

Charitable expenditure comprises those costs incurred by the charity in the deliverance of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.

Support costs include those costs incurred in supporting the work of the charity.

#### **Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Circuit to pay out resources.

#### **Tangible fixed assets for use by the Circuit**

A tangible fixed asset is capitalised where the cost of an individual asset is £1,000 or more.

The Circuit Meeting has provided a reasonable estimate of the buildings' current value to the circuit. It is the circuit's policy to revalue its buildings on a regular basis. Contents are included in the valuation of each property accordingly no depreciation is provided on freehold property. The Trustees consider the carrying value of the freehold land and buildings to be materially equivalent to the carrying value.

Depreciation rates are as follows:

Manses, furniture and fittings	At valuation
Equipment	25% straight-line basis

#### **Transfer of church buildings into the circuit**

Where a church building that is no longer under the stewardship of the church but where responsibility for stewardship has been transferred to the circuit following the closure of the church, the following accounting policy will be adopted. The property will be included as a current asset net of any levy and included in income where an acceptable offer has been made for the building during the accounting period and the sale has been crystallised after the year end.

#### **Investments**

Investments are valued in the balance sheet at market value at the year end. Investment income is included in the accounts when receivable and any gains or losses on revaluation at the year end are shown in the SOFA.

Deposit Funds, such as TIF (Trustee Interest Fund) held via Trustees for Methodist Church Purposes and the Central Finance Board are shown separately from Cash and Bank in the Balance Sheet.

# **Bradford North Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2022**

### **1. Accounting Policies (continued)**

#### **Financial Instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### **Debtors and prepayments**

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any discounts due.

#### **Creditors, loans, provisions and grants payable**

Creditors, loans and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfers of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value after allowing for any discounts which may be due.

#### **Grants**

Grants payable are commitments (including payments) made to third parties in the furtherance of the charitable objectives of the charity. Single or multi-year grants are accounted for as grants payable when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside the control of the charity.

Grants to local churches for property schemes and other purposes are accounted for as liabilities when they receive formal approval by the Circuit Meeting. On some occasions the Circuit Meeting will be asked to indicate whether it would approve a property development or building of a new church when the project is still at a development stage and other partners are still being consulted. The Circuit Meeting usually indicates that it would support the investment of the proceeds of sale of any related properties and how much it would be prepared to give in addition. Such amounts are not considered to be binding obligations on the Circuit until such time as a formal scheme is brought forward and approved by the Circuit Meeting.

Financial liabilities are only derecognised when, and only when, the charity's obligations are discharged, cancelled or they expire.

#### **Pensions and staff costs**

The charity makes payments to the Methodist Ministers' Pension Scheme (MMPS) which is a defined benefits scheme operated by The Methodist Church. The Circuit accounts for contributions paid by circuit as defined contribution scheme as the defined benefit liability is that of the Methodist Church not the Circuit.

#### **Taxation**

Bradford North Methodist Circuit is a registered charity and as such is potentially entitled to tax exemption under Section 256 of the Taxation of Chargeable Gains Act 1992 in respect of income and gains arising.

# Bradford North Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 1. Accounting Policies (continued)

#### Critical Accounting Estimates and Judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount 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. Revisions to accounting estimates are recognised in the period in which the estimates are revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no estimates or assumptions that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

### 2. Minister and Lay Staff Information

The average number of clergy and lay staff analysed by function was:

	2022	2021
Clergy	4.0	4.0
Lay staff	3.0	3.0
	7.0	7.0

Ministers and lay staff costs during the year were as follows:

	Clergy 2022 £	Lay staff 2022 £	Total 2022 £	Clergy 2021 £	Lay staff 2021 £	Total 2021 £
Wages and salaries	93,476	36,704	130,181	92,481	35,198	127,679
Social security costs	8,843	1,663	10,505	8,510	1,210	9,720
Pension costs	24,313	1,973	26,286	24,030	2,112	26,142
	126,632	40,340	166,972	125,021	38,520	163,541

No employee earned £60,000 or more during the year (2021: no employee).

The charity considers its key management personnel to be the Circuit Leadership Team as set out on page 1. The remuneration of the Circuit Ministers (clergy) and Lay staff are set out above with further details set out in Note 13. No other members of the Circuit Leadership Team receive remuneration from the Circuit.

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 3. Trustees' Remuneration and Trustees' Expenses

There were no expenses paid to Trustees during the year other than those referred to in Note 13. All salaried ministers' expenses were incurred in carrying out their roles as ministers.

Information on amounts paid to Trustees is included in Note 13.

#### 4. Net Expenditure

This is stated after charging:

	2022 £	2021 £
Independent examiner's remuneration:		
Independent examination fee (including non-recoverable VAT)	2,340	1,560
Depreciation	790	1,555

#### 5. Grant Expenditure

Organisation	Commitments unpaid as at 1 September 2021	Commitments made in 2021/2022	Paid in 2021/2022	Commitments unpaid as at 31 August 2022
Bradford South City Centre – St Arnold (payable over 3 years)	3,000	-	3,000	-
Touchstone	-	27,000	5,400	21,600
Chaplaincy Grant (payable over 3 years)	3,200	-	-	3,200
Christians Against Poverty Debt Agency Grant (payable over 3 years)	10,000	-	5,000	5,000
Bradford South City Centres- St Arnolds (payable over 3 years)		9,000	-	9,000
	16,200	36,000	15,500	38,800

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 6. Tangible Fixed Assets

	Property (Manse and internal contents) £	Office equipment £	Total £
<b>Valuation:</b>			
As at 1 September 2021	1,225,000	15,759	1,240,759
Addition of assets	-	1,334	1,334
At 31 August 2022	1,225,000	17,093	1,242,093
<b>Depreciation:</b>			
As at 1 September 2021	-	14,688	14,688
Charge for year	-	790	790
At 31 August 2022	-	15,478	15,478
<b>Net book value:</b>			
At 31 August 2022	1,225,000	1,615	1,226,615
At 31 August 2021	1,225,000	1,071	1,226,071

The historical cost of tangible fixed assets was £1,015,348 (2021 - £1,014,014).

#### 7. Investments

	£
Market value at 31 August 2021	16,321
Realised and unrealised loss	(1,025)
Market Value at 31 August 2022	15,296

Investments include unitised funds held in the Managed Mixed Fund administered by the Central Finance Board of the Methodist Church.

The historical cost of investments held at market value was £7,918 (2021 - £7,918).

#### 8. Long Term Loan

	2022 £	2021 £
Loan to Yorkshire West Methodist District	10,000	10,000

#### 9. Debtors: Amounts Falling Due Within One Year

	2022 £	2021 £
Prepayments and other debtors	19,322	13,204



## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 10. Creditors: Amounts Falling Due Within One Year

	2022 £	2021 £
Assessments in advance	27,705	19,545
Grants payable (Note 5)	16,600	11,200
Creditors and accruals	3,584	1,940
	47,889	32,685

#### Creditors: Amounts Falling Due Over One Year

	2022 £	2021 £
Grants payable (Note 5)	22,200	5,000

#### 11. Movement in Funds

Current year	Balance 1 September 2021 £	Income £	Expenditure £	Transfers £	Gains £	Balance 31 August 2022 £
<b>Unrestricted funds:</b>						
General Funds	1,529,822	761,662	(293,675)	(357,008)	-	1,640,801
Circuit Model Trust Fund	224,398	1,885	(97,015)	357,008	(1,025)	485,251
Total unrestricted funds	1,754,220	763,547	(390,690)	-	(1,025)	2,126,052
<b>Restricted funds:</b>						
Mabel Goldsborough Bequest	8,279	38	(1,124)	-	-	7,193
Trust 17586 Various Bequests	6,726	31	(19)	-	-	6,738
Total restricted funds	15,005	69	(1143)	-	-	13,931
<b>Permanent Endowment:</b>						
Edwin Robinson Bequest	100	1	(1)	-	-	100
<b>Total funds</b>	<b>1,769,325</b>	<b>763,617</b>	<b>(391,834)</b>	<b>-</b>	<b>(1,025)</b>	<b>2,140,083</b>

#### Restricted funds:

Mabel Goldsbrough Bequest is for the upkeep and maintenance of the Circuit's Croft Street Cemetery.

#### Transfers:

Transfers have been made to move the proceeds from the sale of the Wrose and Eccleshill churches from the general funds to the circuit model trust fund.

#### 11. Movement in Funds (continued)

## Bradford North Methodist Circuit

Prior Year	Balance 1 September 2020	Income	Expenditure	Transfers	Gains	Balance 31 August 2021
	£	£	£	£	£	£
<b>Unrestricted funds:</b>						
General Funds	1,615,009	274,664	(282,367)	(77,484)	-	1,529,822
Circuit Model Trust Fund	172,944	990	(29,551)	77,484	2,531	224,398
Total unrestricted funds	1,787,953	275,654	(311,918)	-	2,531	1,754,220
<b>Restricted funds:</b>						
Mabel Goldsborough Bequest	9,366	31	(1,118)	-	-	8,279
Trust 17586 Various Bequests	6,717	22	(13)	-	-	6,726
Total restricted funds	16,083	53	(1,131)	-	-	15,005
<b>Permanent Endowment:</b>						
Edwin Robinson Bequest	100	1	(1)	-	-	100
<b>Total funds</b>	<b>1,804,136</b>	<b>275,708</b>	<b>(313,050)</b>	<b>-</b>	<b>2,531</b>	<b>1,769,325</b>

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 12. Analysis of Net Assets by Fund

Current Year	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Tangible fixed assets	1,226,615	-	-	1,226,615
Listed Investments	15,296	-	-	15,296
Long term loan	10,000	-	-	10,000
Net current assets	896,341	13,931	100	910,372
Creditors over 1 year	(22,200)	-	-	(22,200)
	2,126,052	13,931	100	2,140,083
Prior Year	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Tangible fixed assets	1,226,071	-	-	1,226,071
Listed Investments	16,322	-	-	16,322
Long term loan	10,000	-	-	10,000
Net current assets	506,827	15,005	100	521,932
Creditors over 1 year	(5,000)	-	-	(5,000)
	1,754,220	15,005	100	1,769,325

## Bradford North Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2022

#### 13. 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 of £25,824 (2021: £25,524)

Rev N Blundell  
Rev P Drake  
Rev C Crabtree

Deacon M Evans is employed at 50% and receives the basic stipend of £12,912 (2021: 12,762)

Ministers and Deacons are provided living accommodation as required by the church's Standing Orders.

In addition to the basic stipend the following Connexionally agreed additional allowances were paid:  
Rev P Drake: Superintendent Minister's allowance of £2,583 (2021: £2,552).

##### Lay employees

The following members of the Circuit Meeting are also employees of the Circuit and are in receipt of salaries for the work they undertake in the capacities indicated. They do not receive payment for acting as Trustees:

Name	Position	2022 £	2021 £
Clair Schofield	Administrator	11,140	9,868
Nicola Cameron	Finance Officer (resigned April 2022)	7,474	10,091
Laura Tunnacliffe	Children's Ministry Enabler	15,417	15,238
Louise Rouse	Finance Officer (appointed 28/06/22)	2,097	

##### Other related party transactions

Ashley France who is a Trustee of the circuit, is a chartered surveyor employed by Batty France, chartered quantity surveyors. Batty France provided professional services totalling £29,614 (2021: £7,810) to the circuit during the year in relation to a number of properties held by the charity. There was £nil outstanding balance to Batty France at 31 August 2022 (2020: £nil). He was also paid £0 for expenses relating to manse repairs (2021: £352).

## **Bradford North Methodist Circuit**

### **Notes to the Financial Statements for the Year Ended 31 August 2022**

#### **14. Pension Schemes**

The charity makes payments to the Methodist Ministers' Pension Scheme (MMPS) which is a defined benefit scheme. The Circuit accounts for contributions paid to the scheme as if the scheme were a defined contribution scheme and amounts are recognised in the income statement. The Circuit is not a participating employer in the scheme and the liability sits with the Methodist Church. The circuit contributes 26.9% (2021: 26.9%) of ministers' stipends which are paid the Methodist Church.

The cost of the pension scheme to the circuit for the year ended 31 August 2022 was £24,313 (2021: £24,031). At the 31 August 2022 £2,113 was prepaid in respect of the scheme (2021: £1,881).

Three of the Lay Employees are members of The Pensions Trust, which is a defined contribution scheme. The cost of the pension scheme to the circuit for the year ended 31 August 2022 was £1,973 (2021: £2,112).

#### **15. Trustees**

The following Trustees have held office since 1 September 2021:

David O'Loan (appointed 01/09/22)	Louise Rouse (appointed 28/06/22)
Stuart Ayrton	Heather Ayrton
Linda Bairstow	Allan Barker
Martin Bashforth	Janet Bell
Tim Billingsley	Rev Nick Blundell
Anthony Butterfield	Geoffrey Briggs
Nicola Cameron (resigned 28/04/2022)	Roger Butterfield
Rev Christine Crabtree	June Carter
Ian Dobson	Jennifer Conroy
Shelia Dunn	John Denton
John Fisher (resigned 1/9/2022)	Rev Philip Drake
Ashley France	Meredith Evans
Alun Griffiths	Rev Lyn Gregg
Nigel Hainsworth	Clive Grimshaw
Rev Derek Hoe	Janet Harper
David Hogg	Judith Herne
Dee Kesler	Diana Hogg
Margaret Mallison	Helen Hoyle
Rev. Pat Malham (appointed 01/09/2022)	Peter Jackson
Jean Morris	Laurence Mann
Jeremy Parker	Colleen Middleton
Rev. Sarah Jemison (appointed 01/09/2022)	Roger Morris
Joyce Rossington	Rev Geoff Reid
Laura Tunnacliffe	Norman Roper
John Watmough	Rev. Rob Drost (appointed 01/09/2022)
Carol Whitrick	Jenny Ambler
John Anderson (resigned 01/09/2022)	Rev Robert Marsh (resigned 01/09/2022)
Clair Schofield	Gary Picken (resigned 01/09/2022)
Rev Vicki Atkins (resigned 01/09/2022)	Trevor Roberts (resigned 01/09/2022)

#### **16. Financial Commitments**

There were no financial commitments at the 31 August 2022 (2021: none).

#### **17. Contingent Liabilities**

There were no contingent liabilities as at 31 August 2022 (2021: £none).

# Bradford North Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 18. Comparative Statement of Financial Activities for the Year Ended 31 August 2021

	General Fund (Unrestricted)	Circuit Model Trust Fund (Unrestricted)	Restricted Funds	Endowment Funds	2021 Total
	£	£	£	£	£
<b>Income from:</b>					
<b>Donations and legacies</b>					
Donations	1,100	-	-	-	1,100
Assessment or Share	265,288	-	-	-	265,288
<b>Charitable activities</b>					
Transfer from circuit church	5,400	-	-	-	5,400
Grants	-	-	-	-	-
<b>Other trading activities</b>					
Lettings	-	-	-	-	-
<b>Investment Income</b>	232	990	53	1	1,276
<b>Other income</b>	2,644	-	-	-	2,644
<b>Total income</b>	274,664	990	53	1	275,708
<b>Expenditure on:</b>					
<b>Charitable Activities</b>					
Stipends and staff costs	141,741	21,800	-	-	163,541
District Assessment	52,260	-	-	-	52,260
Admin, insurance, professional telephone and travel	49,674	7,751	31	-	57,456
Utilities	13,569	-	-	-	13,569
Maintenance on manses	12,372	-	-	1	12,373
Expenditure on other Circuit property	2,872	-	1,100	-	3,972
Depreciation	1,555	-	-	-	1,555
Other expenditure	2,924	-	-	-	2,924
Grants and donations	5,400				
<b>Total expenditure</b>	282,367	29,551	1,131	1	313,050
<b>Net (expenditure) before other recognised gains</b>	(7,703)	(28,561)	(1,078)	-	(37,342)
Realised and unrealised gains on investments	-	2,531	-	-	2,531
Transfers between funds	(77,484)	77,484	-	-	-
<b>Net movement in funds</b>	(85,187)	51,454	(1,078)	-	(34,811)
Funds brought forward	1,615,009	172,944	16,083	100	1,804,136
<b>Funds carried forward</b>	<b>1,529,822</b>	<b>224,398</b>	<b>15,005</b>	<b>100</b>	<b>1,769,325</b>

JAL//BRA005/ID4650790

The Board of Trustees  
Bradford North Methodist Circuit  
Bradford North Circuit Office  
Baildon Methodist Church  
Newton Way  
Baildon  
BD17 5NS

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charity's financial statements for the year ended 31 August 2022. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

**General**

1. You acknowledge that the work performed by ourselves is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that we do not express an audit opinion.
2. You confirm that the charity was entitled to exemption under section 144 of the Charities Act 2011 the requirement to have its financial statements for the financial year ended 31 August 2022 audited.
3. You have fulfilled your responsibilities as trustees as set out in the terms of your engagement letter dated 5 January 2023, under the Charities Act 2011 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.

We are an accounting, tax, audit, advisory and businesses services group that delivers a personal experience both digitally and at your door.

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4. You confirm that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
5. You confirm that all the accounting records have been made available to you for the purpose of your independent examination. You have provided us with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.
6. You confirm that the financial statements are free of material misstatements, including omissions.
7. You confirm that the effects of uncorrected misstatements (as set out in the appendix to this letter) are immaterial both individually and in total.

#### **Assets and liabilities**

8. You confirm that the charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
9. You confirm that all actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
10. You have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

#### **Accounting estimates**

11. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

#### **Loans and arrangements**

12. The charitable company has not granted any advances or credits to, or made guarantees on behalf of, directors other than those disclosed in the financial statements.

#### **Legal claims**

13. You have disclosed to us all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for, and disclosed in, the financial statements.

#### **Laws and regulations**

14. You have disclosed to us all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.



**Related parties**

15. Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. You have disclosed to us all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

**Subsequent events**

16. All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

**Going concern**

17. You believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. You have considered a period of twelve months from the date of approval of the financial statements. You believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

**Grants and donations**

18. All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to us. There have been no breaches of terms or conditions in the application of such income.

**Financial Statements**

19. You confirm that no grant payments were made to Saltaire Chaplaincy in the year, and the amount outstanding at 31 August 2022 of £3,200 remain unchanged from the previous year.

Yours faithfully

*Azets Audit Services Limited*

**Azets Audit Services Limited**

We confirm that the above representations are made on the basis of enquiries of trustees, management and staff with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation, sufficient to satisfy ourselves that we can properly make each of the above representations to you.

We confirm that we have read and understood the contents of this letter and agree that it accurately reflects the representations made to you by the trustees during the course of the independent examination.

*Phil Drake*

.....  
Mr P Drake - Trustee

05/04/2023.....  
Date