

STAINES AND FELTHAM METHODIST CIRCUIT

TRUSTEES REPORT SEPTEMBER 2015 – AUGUST 2016

Aim and purposes

Staines and Feltham Methodist Circuit, Circuit Meeting (Circuit Meeting) of working with the ministerial staff of the Circuit; Rev Andrew Reed, Rev Peter Clark, Rev Barbara McIntivey.

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

Objectives and Activities

As a Methodist Circuit we will endeavour to:

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

Achievements and Performance

Worship and Prayer

Services are held regularly at all churches in the Circuit apart from Virginia Water who have begun the process to close the church later this year. The number of Churches holding evening Services has reduced to four over the past year. We have a team of thirteen Local Preachers who provide valuable support to the Presbyters in fulfilling the Services on the Plan, but on occasion it is necessary to call upon Visiting Preachers or to arrange "Own Arrangement" Services.

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

District Synod

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

Pastoral Care

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

Mission and Evangelism

In the autumn of 2015 members of each church attended the first of two meetings to discuss the future of the Circuit and in particular its' mission. It was interesting to learn the wide range of activities taking place in the Circuit. Each church was invited to identify two specific areas for mission and outreach. Work has begun on giving effect to these choices. The

STAINES AND FELTHAM METHODIST CIRCUIT

TRUSTEES REPORT SEPTEMBER 2015 – AUGUST 2016

Anglican church in the Circuit is working upon an initiative organised by the Diocese of Guildford, "Transforming Church, Transforming Lives". It is interesting that the documents relating to this cover much the same ground that we have explored as part of our process.

Ecumenical Relationships

Each church in the Circuit has a relationship with their own "Churches Together". Ministers endeavour to attend meetings whenever possible although this is complicated by the fact that this can mean attendance at multiple groups. Joint events between the churches are arranged and Methodist representation is good. At Easter 2016 the final performance of the Wintershall "Passion" was given on The Green at Staines.

Financial Review

Total receipts on unrestricted funds were £183,451.31, this used for all day to day expenditure including Ministerial and lay employee salaries, Methodist Church Fund, District Expenses (running costs for the district) and the 3 Ministerial Manses. Full details are in the attached Financial Statements.

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

Reserves policy

The Circuit Meeting's policy is to maintain a balance of unrestricted funds, which equates to at least six months unrestricted payments, equivalent to approximately £50,000. This is to cover emergency situations that may arise from time to time. The balances held on unrestricted funds, after designations, at the year end did not match this target.

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

Volunteers

Like many circuits, volunteers are not great in number and some posts are difficult to fill. This does impose an additional load on many of the active volunteers already in post. Our Circuit Secretary and 1 of the Circuit Stewards have been as been in post for a considerable number of years and this is under review by the trustees.

Structure, governance and management

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

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

The full Circuit Meeting representative's meet 3 times during the year (however there was an additional special meeting during this year) with an average level of attendance of 72.5%. Given its wide responsibilities the Circuit Meeting has some committees each dealing with a particular aspect of Circuit and Wider life. These committees which include Local Preachers Meeting, Circuit Leadership Team, Invitation Committee and report back to it regularly with minutes of their deliberations being received by the full Circuit Meeting and discussed as necessary.

STAINES AND FELTHAM METHODIST CIRCUIT

TRUSTEES REPORT SEPTEMBER 2015 – AUGUST 2016

Administrative information

The Circuit is situated in Surrey and Greater London. It is part of the South East District of the Methodist Church. The correspondence address is The Circuit Office, Ashford Methodist Church, Clarendon Road, Ashford, Middlesex. TW15 2QR.

The Circuit Meeting members are the Trustees and those who have served from 1st September 2015 – 31st August 2016:

Church Representatives:

ASHFORD:	Les Oaten (Treasurer), Verna Doe (Church Steward), Iris Angles, Don Burt
STAINES:	Geoff Nicholson (Treasurer), Joan Gardam, Stephanie Cliffe, Chris Gardam, John Bennett
LALEHAM:	Barrie Bullimore (Treasurer), Joyce Bullimore, Graham Wells
CHRIST CHURCH:	Roger Griffiths (Treasurer), Joyce Goodall (Church Secretary), Mark Savage (Deceased March 2016), Alan Cuthbert
SOUTHVILLE:	Marilyn Woodley (Treasurer), Frank Phillips, Robina Howliston, Maggie Netto
ASHFORD COMMON:	Justin Camis (Treasurer), Tony McKenner (Church Steward) Chris Morton
EGHAM	Graham Burrough(Treasurer), Patricia Harper Bill (Church Secretary), Jane Leckie
ENGLEFIELD GREEN	(Treasurer), Margaret Willis (Church Steward) Rita Berry
VIRGINIA WATER	*Pam Barrett (Treasurer), *Celia King (Church Steward) *Paul Davies *Resigned during year
WENDOVER ROAD	Valerie Barbet (Treasurer), Sheila Hassan (Church Steward) Anne Hebenton
CIRCUIT MINISTERS	Andrew Reed, Peter Clark, Barbara McIntivey (From February 2016)
LAY PASTOR	Mark Conlon (Deceased June 2016)
CIRCUIT STEWARDS	Roger Griffiths, Marilyn Woodley, Jonathan Griffiths
SECRETARY	Joyce Griffiths
L.P. SECRETARY	Paul Murphy
6 LOCAL PREACHERS	Margaret Ash, Carol McKenner, Sheila Hassan, Vacancy, Vacancy, Vacancy

STAINES AND FELTHAM METHODIST CIRCUIT TRUSTEES REPORT SEPTEMBER 2015 – AUGUST 2016

REPS. FROM CIRCUIT:

Property	Les Oaten
Missions	Vacancy
Network	Vacancy
Education & Youth	Vacancy
Public Issues	Vacancy
G.P.	Frank Hughes
Connexional Funds	Jonathan Griffiths
Webmaster	Jonathan Griffiths
Training	Vacancy
Safeguarding:	Verna Doe

4 REPS. NOMINATED BY THE CIRCUIT MEETING:

Vacancy, Vacancy, Vacancy, Vacancy

Approved by the Circuit Meeting on Wednesday 22nd March 2017 and signed on their behalf by the Reverend Andrew Reed (Circuit Meeting chairman and Circuit Superintendent)

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		175,938.68			175,938.68	150,369.83
a3	Capital receipts						
a4	Bank and CFB interest and Investment income		18.13		183.39	201.52	255.60
a5	Grants		7,482.00			7,482.00	
a6	Other receipts		12.50		50,060.39	50,072.89	63,945.71
a7	TOTAL RECEIPTS		183,451.31		50,243.78	233,695.09 (a8)	214,571.14

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		93,642.76		42,770.29	136,413.05	157,066.03
b3	Manse Costs		18,848.96			18,848.96	20,534.11
b4	Administration etc		5,131.71			5,131.71	4,398.25
b5	District Assessment		3,278.00			3,278.00	3,458.96
b6	Grants & donations		1,200.00			1,200.00	2,936.00
b7	Methodist Church Fund		17,795.00			17,795.00	17,614.00
b8	Other payments		72.19		7,472.25	7,544.44	11,920.30
b9	TOTAL PAYMENTS		139,968.62		50,242.54	190,211.16 (b9)	217,927.65

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	43,482.69		1.24	43,483.93	(3,356.51)
c2	Total funds brought forward from last year		2,711.82		37,726.08	40,437.90 (c6)	43,794.41
c3	Sub total	(c1+c2)	46,194.51		37,727.32	83,921.83	40,437.90
c4	Transfers and adjustments		(1,084.78)		1,084.78		(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	45,109.73		38,812.10	83,921.83 (c8)	40,437.90 (c6)

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

SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATION REPORTING TO THE CIRCUIT MEETING**SECTION E** Please follow the Guidance Notes to complete this page

Summary of the Circuit accounts for the year ended 31 August 2016 and Internal Organisations reporting to the Circuit Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross receipts and payments totals of the Circuit. If gross income exceeds the Accruals threshold of £250,000, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the Circuit and connected Circuit Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1						
e2						
e3						
e4						
e5						
e6						
e7						
e8	Sub total of Internal Organisations funds				(e11)	(e12)
e9	Circuit accounts (totals brought forward from page 2 - totals column)	233,695 (a8)	190,211 (b9)	43,484	40,438 (c6)	83,922 (c8)
e10	TOTAL CASH FUNDS HELD BY CIRCUIT	233,695	190,211	43,484	40,438 (x)	83,922 (y)
	Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS			

SECTION F**STATEMENT OF ASSETS AND LIABILITIES****CIRCUIT - CASH FUNDS HELD at 31 August 2016**

	OPENING BALANCES	CLOSING BALANCES
f1		
f2	7,751	51,051
f3		
f4	32,687	32,870
f5		
f6		
f7	40,438 (c6)	83,921 (c8)
f8	(e11)	(e12)
f9	40,438 (x)	83,921 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2015	At 31 August 2016
g1	983.04	983.04
g2	1,159,000	1,159,000
g3		
g4		
g5		

f4 Include only Funds held at the Central Finance Board

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

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