



# Trustee eligibility declaration

Organisation name\* (as it appears in your governing document)

Number of trustees\*\*



TRUSTEE 1	TRUSTEE 2	TRUSTEE 3	TRUSTEE 4
Name <u>Heather Morris</u>	Name <u>Colin Nunn</u>	Name <u>JANET DOBSON</u>	Name <u>R J NUTT</u>
Signature <u>[Signature]</u>	Signature <u>[Signature]</u>	Signature <u>[Signature]</u>	Signature <u>[Signature]</u>
Date <u>14/11/17</u>	Date <u>14/11/17</u>	Date <u>14.11.17</u>	Date <u>14/11/17</u>
TRUSTEE 5	TRUSTEE 6	TRUSTEE 7	TRUSTEE 8
Name	Name	Name	Name
Signature	Signature	Signature	Signature
Date	Date	Date	Date

## Working with vulnerable groups

☐ Tick this box if your organisation works with vulnerable people (including children) and you declare that you have:

- read and understood the Charity Commission's safeguarding guidance
- carried out all trustee eligibility checks the law requires and on the basis of those checks are satisfied that the people acting as trustees are both eligible and suitable to act as trustees of this charity

## Trustee eligibility and responsibility

By completing and signing this form, you declare that you:

- are willing to act as a trustee of the organisation named above
- understand your organisation's purposes (objects) and rules set out in its governing document
- are not prevented from acting as a trustee because you:
  - have an unspent conviction for an offence involving dishonesty or deception
  - are currently declared bankrupt (or subject to bankruptcy restrictions or an interim order)
  - have an individual voluntary arrangement (IVA) to pay off debts with creditors
  - are disqualified from being a company director
  - are subject to an order made under section 429(2) of the Insolvency Act 1986
  - have previously been removed as a trustee by us, the Scottish charity regulator or the High Court due to misconduct or mismanagement
  - have been removed from management or control of any body under section 34(5)(e) of the Charities and Trustee Investment (Scotland) Act 2005 (or earlier legislation)
  - are disqualified from being a trustee by an order of the Charity Commission under section 181A of the Charities Act 2011

## Corporate trusteeship

☐ This organisation has a corporate trustee (another organisation which acts as trustee, such as a local authority) and its directors are making this declaration

\*Mandatory

\*\*Complete additional forms if you have more than 8 trustees

You also declare that:

- the information you provide to the Charity Commission is true, complete and correct
- you understand that it's an offence under section 60(1)(b) of the Charities Act 2011 to knowingly or recklessly provide false or misleading information
- your organisation's funds are held (or will be held) in its name in a bank or building society account in England or Wales
- you will comply with your responsibilities as trustees - these are set out in the Charity Commission guidance 'The essential trustee (CC3)'
- (if applicable) the primary address and residency details you provide in a charity registration application are correct and you will notify the Charity Commission if they change

## Personal benefit

If your organisation pays (or will pay) any trustee for being a trustee OR any trustee or person connected to them for providing goods and services, you declare that this will:

- be in the organisation's best interests
- be lawful and authorised
- help the organisation carry out its purposes (or be a necessary by-product of it carrying out its purposes)



# Trustee eligibility declaration

Organisation name\* (as it appears in your governing document)

Number of trustees\*\*

TRUSTEE 1

Name IAN GILSON

Signature [Signature]

Date 8/11/17

TRUSTEE 2

Name KORI AGAR

Signature [Signature]

Date 8/11/17

TRUSTEE 3

Name IAN MURRAY

Signature [Signature]

Date 8 November 2017

TRUSTEE 4

Name I. MILANDER

Signature [Signature]

Date 14/11/17

TRUSTEE 5

Name R. V. N. I. T.

Signature [Signature]

Date 8/11/17

TRUSTEE 6

Name E. P. STEGALS

Signature [Signature]

Date 8/11/17

TRUSTEE 7

Name SUE CHARNLEY

Signature [Signature]

Date 14/11/17

TRUSTEE 8

Name BERNICE ARJEE-ADDO

Signature [Signature]

Date 14/11/2017

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- be lawful and authorised
- help the organisation carry out its purposes (or be a necessary by-product of it carrying out its purposes)

# The Methodist Church

## **Harrow and Hillingdon Circuit 35/36**

### **Pinner Methodist Church Love Lane**

**Registered Charity Number 1162556**

#### **Financial Statement**

For Year Ended 31<sup>st</sup> August 2017

Standard Form of Accounts Receipts and Payments

**Minister: Rev. Susan Male**

Office Tel: 0208 868 0353

Email: [susan.d.male@gmail.com](mailto:susan.d.male@gmail.com)

**Bankers:** HSBC, 2 Love Lane, Pinner, HA5

**Treasurer:** Bernice Aryee-Addo

Home Tel: 01923 284292

Email: [addo.b16@gmail.com](mailto:addo.b16@gmail.com)

**Independent Examiner:** John Chamberlain

Home Tel: 0208 573 3607

Email: [jechamb01@aol.com](mailto:jechamb01@aol.com)

**Church Office Administrator:** Mrs Joannah Holt

Office Tel: 0208 868 0353

Email: [pinnermethodistchurch@btconnect.com](mailto:pinnermethodistchurch@btconnect.com)

WEBSITE: [www.pinnermethodist.org.uk](http://www.pinnermethodist.org.uk)

**REGISTERED CHARITY NUMBER: 1162556**



# **Pinner Methodist Church**

## **Treasurer Report for Year to 31 August 2017**

### **Governance:**

The governing body of the Methodist Church is the conference which meets once every year. The authority under which the conference acts is given by Methodist Church Act 1976. The Methodist Church does not currently need to register as a charity by the combined effects of Sec. 46 (a) of the Charities Act 1993 and para 4 (2) of the Charities (Exception from Registration) regulation 1996 as amended by Statutory Instrument 2002 No. 1598. The 2006 Charities Act now requires that churches will have to register with the Charity Commissions within the next few years. Pinner Methodist Church operates within The Harrow & Hillingdon Circuit and The London District of The Methodist Church and The Managing Trustees of The Church are the duly elected members of the Church Council: Rev Susan Male. Secretary - Heather Morris. Treasurer – Bernice Aryee-Addo plus other members.

### **Statement of Trustees Responsibilities:**

Law applicable to Charities in England and Wales requires The Trustees to prepare financial statements for each financial year which gives a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. The Trustees must follow the best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and The Statement of Recommended Practice 2005 Accounting and Reporting by Charities have been following;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that activities will continue;

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of Pinner Methodist Church and which will enable them to ensure that the financial statements comply with the Standing Orders of the Methodist Church and the Charities Act 2006. They are also responsible for taking reasonable steps to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

**Investment policy:** The investment of surplus funds is operated via The Central Finance Board (CFB) of the Methodist Church. CFB aims to provide high quality investment service seeking above average returns for long term investors, whilst ensuring that the securities held by its funds are in line with the ethical policy of The Methodist Church.

**Accounting Policies:** The financial accounts are prepared under the historical cost convention. These accounts are produced in the Standard Form for Accounts (Receipts & Payments) as required by The Charity Commissioners when the church's gross income for the Financial Year from all sources, including income from Church Internal Organisations is under £250,000. Fund cash resources surplus to meet day to day needs are deposited with the "Methodist Central Finance Board". We are required by the Charity Commissioners to have established a "Reserve" Policy for our Church, showing our various funds such as our General Fund Income, our Restricted Fund income and our Reserve Fund income. Our objective is not to hold more than £15,000 in our bank account at any one time. We will continue to fund our Reserves to cater for our contribution to circuit share and to build up our Restricted Funds for Bequest Funds and specific projects as agreed by the Church Council each year in our yearly budget.



## **RESERVE POLICY:**

### **General Fund**

The church policy on the use of funds is to delegate responsibility to officers of the finance committee (That is the Treasurer and the other authorised officers in respect of the current account) for the day to day financial management of the local church by depositing in coming funds when received and the payment of invoices for authorised expenditure. Withdrawals from the CFB account (other than for the quarterly assessment can only be made by the registered correspondent which is usually the Treasurer. The General funds holds our CFB accounts our Current account.

### **REASTRICTED FUNDS:**

The church account with the Trustees For Methodist Church Purposes holds funds which are Bequeathed to Pinner Methodist church via legacies (that is the specified sums contained in a last will and Testament for the benefit of Pinner Methodist Church) and is a legal requirement under the Methodist church acts (of Parliament) 1976. Other money can be deposited with TMCP if desired. Funds deposited can only be accessed for special projects (or for purposes specified in a will) but they can include a limited amount for general expenses. Application is via circuit and approval by TMCP. Restricted withdrawals initiated by church Minister. We have recently started a Repair fund held in a General Fund capacity within our T.M.C.P Restricted Account

### **DESIGNATED FUNDS:**

The Internal Church Organisations balanced at the end of the year stands at £17,360.00

# **Pinner Methodist Church**

Notes to the financial statements for the year ended 31 August 2017

## **The Financial Review**

### **INTRODUCTION:**

This report is produced in line with the latest Charity Commissioners recommendations.

Pinner Methodist Church is now a Registered Charity with effect from 7<sup>th</sup> July 2015. This places certain additional responsibilities on the Charity's trustees (the officers of the church and other church council members) besides having to report on property and finance matters to the circuit we also have to submit an annual report to the Charity Commission (by end May 2017) which, whilst including our annual accounts must also explain our "charitable activities" during the 12 month period in question. The report is then posted on the Charity Commission's website for the world to see

### **FINANCIAL YEAR 2016/17:**

This Financial year was faced with numerous tasks to endeavour, we have successfully achieved some of our goals for the year and have much to be thankful for. Some repairs planned for the year were suspended in order to consider matters and issues raised that needed immediate attention.

This report primarily focuses on the Church's financial affairs for the last financial year (see heading) and includes all income and expenses throughout the period. It will provide a financial trail to where we are relative to the budget confirmed by Church Council which includes an amount for contingency agreed for unexpected expenses which may occur during the current year.

### **GENERAL:**

**Our Cash Assets** at 31 August 2017 totalled £157,291 made up of £10,584.97 in our current account, £84,882.72 on our interest bearing deposit account with The Central Finance Board (CFB) of The Methodist Church. £61,879 with The Trustees for Methodist Church Purposes (TMCP) with which we are obliged to place any bequest income £31,861 but which is available to our church for approved specified projects or other expenditures. We now have a general repair fund within the TMCP (General Repair Fund Account) which holds a balance of £30,000 at our disposal for planned repairs.

**Fixed assets/Value of Property** £3,046,701.00 for the first time in so many years, we had a visit this year from An Assessor from Methodist Insurance Central to report on the current state and value of our property for future calculations of our policy.

**Income** as at 31<sup>st</sup> August 2017 are £105,154 the total mainly from Collection/Gifting and Lettings.

**Expenses** are at £106,042 this includes an amount of £20,934 a payment of Property admin and £408 payment for worship both payments were accounted for last year. Actual expenses for this year was £84,700

**Our administrator salary** last year was £19,360.00 for a 30 hour week which includes Employer Pension contributions. The Admin salary share is made up of 20% of the total salary paid by Eastcote Methodist Church and the balance is an equal split between Pinner Playtime and the Pinner Methodist Church for Pinner Playtime and lettings duties. This year a CPI increase would be £19,850.00 where as an RPI increase would be £20,050. It was agreed to increase her salary to £20,050 for her exemplary work and the time and efforts she put into her job. This increase would be effective from September 2017. A revised contract will be issued to reflect this. The Admin salary increase is in line with current inflationary trends. The first half was debited in May 2017 £11,078.48 and the second part in October 2017 £11,075.55. Out of which Eastcote Methodist Church paid £4,430.80, Pinner Playtime contributed £9,000.00 through the year and Pinner Methodist paid the balance of £8,723.22.

**Our utility payments** for British Gas has improved and we now have a better hold on our finances for our utilities. As we have not been happy with British Gas services, we intend to switch utility companies as soon as we are able to.

**Water** Company have changed hands from Thames water (Fowl water bill) and are now trading under Castle Water for business. Equally our clean water still under Affinity water for business instead of Affinity Water.

**Telephone** bills have been reviewed this year by Bob who managed to get us a better deal and improvement on broadband.

**Gardner's figures** as Pinner Playtime took on the responsibility for this year. I have put into the new budget for the gardener this year also.

**Our Lets** have had a good year and still enjoy the proceeds of our lets such as Oak Lee who are contracted with us for two years. The fact that we went over our budget this year, we still earned enough income to accommodate our unexpected expenses for now. Oak Lee are currently reviewing their contract with us.

**The Tax refund** figures for this financial year arrived late of £6,505.81, this amount will be included with this year's figures but will show in next year's statement. This will be factored into our figures.

**V.A.T refund** of £122.33 from Stannah Lift Services as we are now exempt from paying V.A.T for their services and repairs. This was applied and back dated from our charity registration date. This is because as a charity we will not pay V.A.T on Disability facilities, products and services.

**Our circuit share** this year remain the same as last years (Fund for Ministry or Assessment) to which we continue to pay £9,045 per quarter. However due to changes to reflect Circuit needs we now contribute 5% of our share rather than the 1% we paid previously, this means we now pay £9,494 which commenced last quarter.

**In addition self –funding internal church organisations** such as Harvest of Waste, Men's Supper Club, Fellowship Lunch, Fun 'N Funds, Pinner Playtime and Love Lane Youth Club held a total of £17,360 collectively.



**SUMMARY of INCOME and EXPENDITURE for 2015/16****Income  
(£ Rounded)**

Collections and Tax Refunds	<b>£32,391 + £6506 = £38,897</b> Last year's Tax refund came in late at £7802
Lettings	<b>£62,312</b>
TMCP, CFB & Bank Interest	<b>£354</b>
Other Receipts (Incl. TMCP Bequest Income)	<b>V.A.T Refund £122.33</b> <b>£3,905</b>
<b>TOTAL Income</b>	<b>£93,291</b>

**Expenditure**

Circuit Share or Assessment	<b>£36,632</b> (£9,045 each quarter) An increase of £9,497 was requested at the circuit treasurers meeting to reflect on the needs and upkeep of the circuit this was agreed at the Property/Finance and Church Council meeting.
Repairs and Maintenance	<b>£18,000</b> (of which £ spent on Repairs
Organist fee/Cleaners	<b>£1,365 / £4,589</b>
Other Expenses	<b>£1,113 - £408</b> worship expenses from last year
Property Administration share of Administrator Salary.	<b>£19,850 - £20,050</b> - Admin Salary increased from 01/09/2015 in line with inflation. This includes Employer Pension contributions from 06/04/2015.
Gas/Water/Electricity/Telephone/	Gas <b>£4,000</b> / water <b>£103</b> / Electricity <b>£1,767</b> / Telephone <b>£1,122 = £6,992</b>
Insurance	<b>£2344</b>
Donations and Other Payments	<b>£3,891</b>
<b>TOTAL Expenditure</b>	<b>£84,700</b>
<b>Excess of Income over Expenses</b>	<b>£8,384</b>

## Planned Works for 2017/18


New External Glazed Doors	£-----
New Boiler to be replaced in main Kitchen	£-----
External roof work	£1,845 quoted last year amount may vary
Decorate Church	£4,320 quoted last year amount may vary
Cutting back tree to the front of the Church	£180 quoted last year amount may vary
New Carpets	£6,510 quoted last year amount may vary
Microphones	£2,363 quoted last year amount may vary
Linking of Alarms	£-----
New Organ	£-----
Total	£

All quotes are excluding vat therefore will be relatively more.

### TREASURERS DECLARATION

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

Name: BERNICE ARYEE

Signature:  Date: 20/2/2018

### DECLARATION BY CHAIR OF CHURCH COUNCIL

I confirm that the Accounts have been presented to the Church Council on 14/11/2017 and were approved.

Name: JOHN CHAMBERLAIN

Signature:  Date: 20/2/18

AUDITED BY INDEPENDENT EXAMINER: JOHN CHAMBERLAIN

# RESERVES POLICY

Report on behalf of

PINNER METHODIST CHURCH LOVE LANE  
(\*Church Council/ Circuit Meeting/District)

To

HARROW & HILLINGDON CIRCUIT 35/36

(\*Circuit Meeting/District)

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charity Commission guidance in CC19.

- (i) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money
- (ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s
- (iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report
- (iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion
- (v) Our Report is attached overleaf

\* please delete as appropriate

## To be completed by Receiving Body

The

\*Circuit Meeting/District received the RESERVES POLICY of

\*Church Council/Circuit Meeting/District

Policy accepted and acknowledgement sent to the trustees

YES ☐ / NO ☐

Policy noted and the following enquiries made of the trustees

Responses received and any further action taken

\*Circuit/District

Signatures ..... Date.....

\* Please delete as appropriate



## RESERVES POLICY of

PINNER METHODIST CHURCH LOVE LANE

(\*Church Council ☐ / Circuit Meeting ☐ / District ☐)

1. General Funds held at Y/E 31/08/2017	£91,348.70
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2. Restricted Funds held "	£61,878.36
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3. Endowment Funds held "	£N/A
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## 4. Reserves policy for General Funds

The church policy on the use of funds is to delegate responsibility to officers of the finance committee (That is the Treasurer and the other authorised officers in respect of the current account) for the day to day financial management of the local church by depositing in coming funds when received and the payment of invoices for authorised expenditure. Withdrawals from the CFB account (other than for the quarterly assessment can only be made by the registered correspondent which is usually the Treasurer. The General funds holds our CFB accounts our Current account.

## 5. Policy for Restricted Funds

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## 6. Terms relating to Endowment Funds held

N/A

This Reserves Policy has been approved by

PINNER METHODIST CHURCH

(\*Church Council ☒ / Circuit Meeting ☐ / District ☐)

Treasurer	Trustee
Full name	Full Name
BERNICE ARJEE	
Signature	Signature
	

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
	Note	£	£	£	£
a1	<b>RECEIPTS</b>				
a2	Offerings and Tax recovered	38,896-23		38,896-23	33,063-82
a3	Bank and CFB interest and Investment income	342-80	209-89	552-69	707-69
a4	Lettings	62,311-61		62,311-61	62,282-78
a5	Other receipts	19,400-32		19,400-32	12,244-96
a6	<b>TOTAL RECEIPTS</b>	120,950-96	209-89	121,160-85 (a7)	108,299-25

SECTION B		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
b1	<b>PAYMENTS</b>				
b2	Circuit Assessment or Share	36,632-00		36,632-00	35,313-00
b3	Donations	3,890-68		3,890-68	1,400-00
b4	Repairs and Maintenance	52,690-52		52,690-52	31,025-23
b5	Utilities (Insurances, water charges, heating & lighting)	8,213-97		8,213-97	15,087-23
b6					
b7	Other payments	5,404-85	63-31	5,468-16	4,730-96
b8	<b>TOTAL PAYMENTS</b>	106,831-97	63-31	106,895-28 (b9)	87,556-42

SECTION C		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR (a6-b8)</b>	14,118-99	146-58	14,265-57	20,742-83
c2	Total funds brought forward from last year	97,348-70	51,731-98	149,080-68 (c6)	122,337-85
c3	<b>Sub total (c1+c2)</b>	111,467-69	51,878-56	163,346-25	143,080-68
c4	Transfers and adjustments	10,000-00	10,000-00	— (c7)	—
c5	<b>TOTAL FUNDS AT END OF YEAR (c3+c4)</b>	121,467-69	61,878-56	183,346-25 (c8)	143,080-68 (c6)

SECTION D		£	£
<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b>			
d	(these amounts are not to be included in total receipts/payments figures above)		
d1	Balance brought forward from last year	—	—
d2	Offerings/Gifts - received for external organisations	21,877-19	2,028-30
d3	Offerings/Gifts - passed to external organisations	24,877-19	20,287-30
d4	<b>BALANCE STILL TO BE PAID (d1+d2-d3)</b>	—	—

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

## SECTION E

Please follow the Guidance Notes to complete this page

Summary of the Church accounts for the year ended 31 August 2017 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1 HARVEST OF WASTE	2092-91	2003-92	89-99		1476-30	1565-29
e2 MEN'S SUPPER CLUB	2885-00	3247-00	(362-00)		1598-53	1236-53
e3 FUN 'N' FUNDS	1034-58	1663-00	(628-42)		4746-97	4118-55
e4 FELLOSHIP LUNCH	1910-00	1257-87	652-13		2574-59	3226-72
e5 PINNER PLAYTIME	13370-54	12591-35	779-19		5904-59	6683-78
e6 YOUTH CLUB	1037-29	661-63	375-66		153-00	528-66
e7						
e8 Sub total of Internal Organisations funds	22330-32	21424-77	905-55		16453-98 (e11)	17359-53 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	121166-85 (a7)	1061895-28 (b9)	14245-57		143080-68 (c7)	157346-25 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	143491-17	128320-05	15171-12		159534-66 (x)	174705-78 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

## SECTION F

## STATEMENT OF ASSETS AND LIABILITIES

## CHURCH - CASH FUNDS HELD at 31 August 2017

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	37978-78	10584-97
f3 Bank Deposit Account	—	—
f4 Central Finance Board	73369-92	84882-92
f5 Trustees for Methodist Church Purposes	31731-98	61878-56
f6 Other funds	—	—
f7 SUB TOTAL - Church accounts	143080-68 (c8)	157346-25 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	16453-98 (e11)	17359-53 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	159584-66 (x)	174705-78 (y)

## SECTION G

## OTHER ASSETS and LIABILITIES

	At 1 September 2016	At 31 August 2017
g1 Investments (include Endowments)		
g2 Land & Buildings (see notes re Insurance value)	2252,112	3046,701
g3 Other Assets		
g4 Loan(s) - show amount outstanding at year end		
g5 Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

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



## DECLARATIONS

### Treasurer

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

Signature of Treasurer  Date

Name

Address

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

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

Signature of the Chair of the meeting

Name of the Chair of the meeting

Date

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

Church

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

### Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

### Basis of Independent Examiner's Report

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

### Independent Examiner's Statement

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

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

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

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

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

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

\* Please circle as appropriate

Name JOHN CHAMBERLAIN

Signature 

Relevant Professional qualification or body FINANCE CIRCUIT STEWARD

Address 4, WILKIN CLOSE, HATES,  
MIDDX UB4 8ET

Date 13/2/18

THE METHODIST CHURCH  
STANDARD FORM OF ACCOUNTS

PINNER METHODIST Church

FOR THE YEAR ENDED

31 August 2017

HARROW + HILLINGDON	Circuit	Circuit no	3536
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Registered Charity - Charity Registration number

1162556

If not a registered charity Her Majesty's Revenue and  
Customs Gift Aid number

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Minister:

REV'D SUSAN MALE

Church Stewards:

HEATHER MORRIS + IAN GREEN (SENIOR STEWARDS)
GBENGA ADENUBI
TERRY FIELD
PAMELA CROCKER
HELEN CLIFFORD
SYLVIA AGYARE
IRENE LAUDER

Treasurer:

BERNICE ARYEE-ADDO



**STATEMENT OF FINANCIAL ACTIVITIES (SOFA)**  
**For The Year End August 2017**

**PINNER METHODIST CHURCH LOVE LANE**

PINNER METHODIST CHURCH LOVE LANE	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL THIS YEAR	TOTAL LAST YEAR
	£	£	£	£	£
<b>INCOME (RECEIPTS)</b>					
OFFERING AND TAX	38,896.23			38,896.23	33,063.82
BANK & CFB INTEREST AND INVESTMENT	342.80	209.89		552.69	707.69
LETTINGS	62,311.61			62,311.61	62,282.78
INVESTMENTS					
OTHER RECEIPTS	19,400.32			19,400.32	12,244.96
<b>Total</b>	<b>120,950.96</b>	<b>209.89</b>		<b>121,160.85</b>	<b>108,299.25</b>
<b>EXPENDITURE (PAYMENTS)</b>					
CIRCUIT ASSESSMENT SHARE	36,632.00			36,632.00	35,313.00
DONATIONS	3,890.63			3,890.63	1,400.00
REPAIRS AND PAYMENTS	52,690.52			52,690.52	31,025.23
UTILITIES / INSURANCE	8,213.97			8,213.97	15,087.23
OTHER PAYMENTS	5,404.85	63.31		5,468.16	4,730.96
<b>Total</b>	<b>106,831.97</b>	<b>63.31</b>		<b>106,895.28</b>	<b>143,080.68</b>
<b>NET RECEIPTS AND PAYMENTS FOR THE YEAR</b>					
Total funds Brought forward from Last year	14,118.99	146.58		14,265.57	20,742.83
Transfers between funds					
<b>TOTAL EXPENDITURE BROUGHT FORWARD</b>	<b>91,348.70</b>	<b>51,731.98</b>		<b>143,080.68</b>	<b>122,337.85</b>
SUBTOTAL	105,467.69	51,878.56		157,346.25	143,080.68
TRANSFERS AND ADJUSTMENTS	(10,000)	10,000			
<b>TOTAL FUNDS AT THE END OF YEAR</b>	<b>95,467.69</b>	<b>61,878.56</b>		<b>157,346.25</b>	<b>143,080.69</b>
<b>MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b>					
BALANCE BROUGHT FORWARD FROM LAST YEAR					
Offerings /Gifts – Received from External				2,487.19	2,028.30
Offerings /Gifts – Passed on to External				2,487.19	2,028.30

INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL	RECEIPTS	PAYMENTS	NET RECEIPTS & PAYMENTS	OPENING BALANCE	CLOSING BALANCE
HARVEST OF WASTE	2,092.91	2,003.92	89.99	1,476.30	1,565.29
MEN'S SUPPER CLUB	2,885.00	3,247.00	(362.00)	1,599	1,237
FUN 'N' FUNDS	1,035	413	(628.42)	4,747	4,119
FELLOWSHIP LUNCH	1,910	1,258	652.13	2,575	3,227
PINNER PLAYTIME	13,308	12,591	779.19	5,905	6,684
YOUTH CLUB	1,037	662	375.66	153	529
<b>SUBTOTAL OF INTERNAL ORGANISATION FUNDS</b>	<b>22,330.32</b>	<b>21,424.77</b>	<b>905.55</b>	<b>16,453.98</b>	<b>17,359.53</b>
CHURCH ACCOUNTS TOTALS B/FWD	121,160.85	106,895.28	14,265.57	143,080.68	157,346.25
<b>TOTAL CASH FUND HELD BY CHURCH</b>	<b>143,491.17</b>	<b>128,320.45</b>	<b>151,171.12</b>	<b>159,535</b>	<b>175,037</b>

#### **STATEMENT OF ASSETS AND LIABILITIES**

CHURCH FUNDS HELD AT 31 AUGUST 2017

CHURCH FUNDS HELD AT 31 AUGUST 2017				OPENING BALANCE	CLOSING BALANCE
CASH IN HAND				N/A	N/A
BANK CURRENT ACCOUNT				37,978.78	10,894.97
BANK DEPOSIT ACCOUNT				N/A	N/A
CENTRAL FINANCE BOARD ACCOUNT				73,369.92	84,882.72
TRUSTEE FOR METHODIST CHURCH PURPOSES ACCOUNT				31,731.98	61,878.56
OTHER FUNDS				N/A	N/A
<b>SUBTOTAL + CHURCH ACCOUNTS</b>				<b>143,080.68</b>	<b>157,676.25</b>
TOTAL Funds Held By Internal ORGANISATIONS (closing balance)				16,453.98	17,359.53
<b>TOTAL CASH FUNDS HELD BY CHURCH</b>				<b>159,584.66</b>	<b>174,705.78</b>

OTHER ASSETS AND LIABILITIES				1 Sept 2016	31 August 2017
INVESTMENTS (Include Endowment)					
LAND AND BUILDING INSURANCE				2,252,112	3,046,701
OTHER ASSETS					
LOANS					
OTHER LIABILITIES					