



Trustees' Annual Report for the period

Period start date

Period end date

From

01

09

2017

To

31

08

2018

Section A

Reference and administration details

Charity name

West Penwith Methodist Circuit

Other names charity is known by

West Cornwall Methodist Circuit (from 01/09/2018)

Registered charity number (if any)

1135689

Charity's principal address

Circuit Office, The Centre

Chywoone Hill, Newlyn

Penzance, Cornwall

Postcode

TR18 5AR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Revd Julyan Drew	Chair and Superintendent	Until 31/08/18	Ex officio
2	Revd Alastair Bolt	Presbyter	Chair from 01/09/19	Ex officio
3	Revd Peter Stephens	Presbyter		Ex officio
4	Revd Marion Lumbers	Supernumerary presbyter	Until 31/08/18	Ex officio
5	Revd Edwin Myers	Presbyter	From 01/09/18	Ex officio
6	Deacon Stephen Richardson	Deacon	From 01/09/18	Ex officio
7	Mr John Bennetts	Circuit steward		Circuit meeting
8	Mr Jeremy Drew	Circuit steward		Circuit meeting
9	Mrs Nicola Jones	Circuit steward		Circuit meeting
10	Mrs Linda Stevens	Circuit steward and treasurer		Circuit meeting
11	Miss Karen Cumow	Circuit steward	From 01/09/18	Circuit meeting
12	Mrs Margaret Richards	Secretary	Until 31/12/18	Circuit meeting
13	Mrs Jennifer Harrold	Local preachers secretary		Circuit meeting
14	Mrs Elizabeth Eddy			Centenary
15	Mrs Valerie Stevens			Centenary
16	Mrs Mary Bennetts			Chapel Street
17	Miss Brenda Crowder			Chapel Street
18	Mr John Howells		Until 31/08/18	Chapel Street
19	Mr Tony Jasper			Chapel Street
20	Mr Paul Symons			Chapel Street
21	Mrs Marie Tregaskes			Chapel Street

22	Mrs Susan Major			Drift
23	Mrs Alison Wallis			Drift
24	Mrs Mary Eddy			Escalls
25	Mrs Gina Salmon			Escalls
26	Miss Sylvia Anstiss			Gulval
27	Mrs Alison Gunderson			Gulval
28	Mrs Denise Allen		Until 31/08/18	High Street
29	Mrs Brenda Clarke			High Street
30	Mrs Mandy Pearce			High Street
31	Mr Clive Harrold			Madron
32	Mr Stuart Meyers			Madron
33	Mrs Shirley Cary			Mousehole
34	Mrs Marjorie Kells			Mousehole
35	Miss Morwenna Richards			Mousehole
36	Mr Jim Curry			St Buryan
37	Mr Edwin Murley			St Buryan
38	Mr George Bodilly			St Just
39	Mrs Bronwen Rowland			St Just
41	Mr Michael Williams			St Just
42	Miss Miriam Cox			Newlyn Trinity
43	Mr Leslie Gillard			Newlyn Trinity
44	Mrs Anna-Lena Mitchell			Newlyn Trinity
45	Mrs Jeanne Taylor			Newlyn Trinity
46	Mrs Joyce Cargeeg			Wesley Rock
47	Mrs Christine Gendall			Wesley Rock
48	Mr Peter Harvey			Wesley Rock
49	Mr Godfrey Stevens			Wesley Rock

Names of the trustees for the charity, if any, (for example, any custodian trustees)

The Trustees for Methodist Church Purposes

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	The Constitutional Practice and Discipline of the Methodist Church
How the charity is constituted	Trust
Trustee selection methods (eg appointed by, elected by)	Ministers in the active work are automatically trustees, and supernumerary ministers are entitled to be so if they give notice of their intention. Others are appointed by the Circuit Meeting (trustees) or by the individual churches which make up the circuit, in accordance with our governing document.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

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

- a) The Christian faith in accordance with the doctrinal standards and discipline of The Methodist Church
- b) Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church
- c) Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church
- d) Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During 2017-18 the Circuit paid stipends and expenses for two full-time ministers and expenses for a non-stipendiary minister, and employed a part-time administrator.

The Circuit produces a quarterly preaching plan to ensure regular acts of worship take place at each of the Methodist Churches in its geographical area. These are open to all people, without charge.

In addition the Circuit acts as an umbrella organisation for the churches within it, in areas which include:

- assisting individual churches to fulfil their requirements in making annual statistical returns and property reports to the Trustees for Methodist Church Purposes (the Custodian Trustees).
- providing training in Safeguarding for volunteers in all our churches who work with children, young people or vulnerable adults.
- arranging DBS checks as required.
- ensuring compliance with GDPR
- supporting churches in their service in the community

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

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

West Penwith Circuit is made up of a number of Methodist churches, and it is primarily within these churches that the Circuit's activities and achievements occur.

This proved a difficult year for the Circuit, largely owing to the absence through illness of the Superintendent for the last eight months of the year, and of the other full-time presbyter for three months. Nevertheless, the work continued with the help of a non-stipendiary part-time presbyter, supernumerary ministers, the circuit administrator, lay preachers, circuit stewards and other volunteers.

During the year work continued towards enlarging the Circuit by a merger with the St Ives Circuit and its six churches, finding a way to bring together two ways of working and two sets of finances. Two new full-time ministers were appointed to begin work in the new circuit from 1st September 2018.

A new and more accessible manse was purchased, and a less suitable one refurbished to be ready for sale..

Section E**Financial review**

Brief statement of the charity's policy on reserves

The Reserves Policy for the West Penwith Circuit has been to hold a sum equivalent to 6 months average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on manses and / or to be able to continue, in the short term, funding planned activities in the event of a short-term inability to raise the full Circuit Assessment from churches.

It is necessary to hold sufficient working capital to enable payment of stipends and business expenses for three full time ministers and some part-time ministerial support; salary and expenses for a part-time administrator; to maintain circuit property and to pay our contributions to the Cornwall Methodist District.

The circuit enlargement brings considerable additional expenditure, particularly with the appointment of a third full-time minister. The reserves of what is now known as the West Cornwall Circuit will over the next five years be used to pay the stipend and costs of the third minister and to support mission and the work of our churches in West Cornwall.

Details of any funds materially in deficit

n/a

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

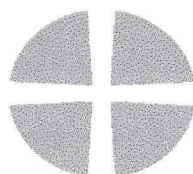
Revd Alastair VC Bolt

Position (eg Secretary, Chair, etc)

Superintendent and Chair

Date

27th February, 2019



Circuit
Accounts
2017-2018

THE METHODIST CHURCH REPORT AND ACCOUNTS

for the year ended 31 August 2018

West Penwith Methodist Circuit

Registered Charity - Registration number

1135689

Cornwall District

District No / Circuit No

12/09

Ministers

Revd Julyan Drew to 31.8.2018

Revd Alastair Bolt

Rt Revd Peter Stephens

Circuit Stewards

Mr John Bennetts to 31.8.2018

Mr Jeremy Drew

Mrs Nicola Jones

Mrs Linda Stevens

Circuit Treasurer

Mrs Linda Stevens

West Penwith Methodist Circuit

Statement of Financial Activities (SOFA) for the year ended 31 August 2018

	Notes to the accounts	Unrestricted funds £	CMTF (Unrestricted) £	Designated Funds	Restricted Funds £	Total 2017-18 £	Total 2016-17 £
Income and Endowments from:							
Donations	4	-	-	-	308	308	598
Grants		-	-	-	-	-	-
Charitable activities							
Assessments or share		117,458	-	-	-	117,458	119,811
Other	5	3,275	53,616	-	-	56,891	316
Other trading activities	6						
- Lettings		3,495	-	-	-	3,495	8,334
Investments	7	818	4,028	-	-	4,846	4,107
Surplus on sale of fixed assets		-	4,100	-	-	4,100	21,563
Total		125,045	61,744	-	308	187,097	154,729
						-	-
Expenditure on:							
Stipends, salaries, NIC & Pension costs	9	77,618	-	-	-	77,618	85,604
District Assessment		5,513	-	-	-	5,513	5,496
Methodist Church Fund		22,031	-	-	-	22,031	22,216
Telephone & travel		4,834	-	-	-	4,834	5,950
Insurance, utilities, etc		7,836	-	-	-	7,836	7,090
Maintenance on manses		-	-	2,286	-	2,286	1,286
Expenditure on other Circuit property		1,290	-	-	860	2,150	6,354
Other Expenditure		14,389	5,872	-	-	20,260	53,676
Grants and Donations		15,000	-	-	-	15,000	100,607
Contributions to District Advance Fund		-	32,769	-	-	32,769	26,686
Total		148,511	38,640	2,286	860	190,297	314,965
Net income/(expenditure)		(23,466)	23,104	(2,286)	(552)	(3,200)	(160,236)
Transfers between funds	14	388,848	(403,848)	15,000	-	-	-
Sub Total		365,382	(380,744)	12,715	(552)	(3,200)	(160,236)
Other recognised gains / (losses):							
Gains/(Losses) on investment assets		1,094	-	-	-	1,094	1,901
Net movement in funds		366,476	(380,744)	12,715	(552)	(2,105)	(158,335)
Reconciliation of funds:							
Total funds brought forward		820,420	553,582	48,767	1,122	1,423,891	1,582,226
Total funds carried forward		1,186,896	172,838	61,482	570	1,421,786	1,423,891
For information only Money received and passed on to External Organisations							
Balance brought forward from last year						-	-
Offerings/Gifts - received for External Organisations						1,199	1,550
Offerings/Gifts - passed to External Organisations						1,199	1,550
Balance carried forward						-	-

West Penwith Methodist Circuit

Balance Sheet as at 31 August 2018

		Unrestricted	Circuit Model Trust Fund (Unrestricted)	Restricted	Designated Funds	Total 2017/18	Total 2016/17
		£	£	£	£	£	£
Tangible Fixed Assets							
	Notes						
Land & Buildings	10	1,145,260	-	-	-	1,145,260	795,000
Total fixed assets		1,145,260	-	-	-	1,145,260	795,000
Current Assets							
Debtors and Prepayments	12	13,753	-	-	-	13,753	6,805
Other						-	10,000
Trustees for Methodist Church Purposes deposits	11	32,608	172,838	-	-	205,446	584,464
Central Finance Board Deposits		3,343	-	-	61,482	64,825	39,858
Cash at Bank and in hand		24,079	-	570	-	24,649	13,442
Total current assets		73,782	172,838	570	61,482	308,672	654,569
Creditors and Accruals (due in under 1 yr)	13	32,146	-	-	-	32,146	25,678
Net current assets (liabilities)		41,636	172,838	570	61,482	276,526	628,891
Total assets less current liabilities		1,186,896	172,838	570	61,482	1,421,786	1,423,891
Net assets		1,186,896	172,838	570	61,482	1,421,786	1,423,891
Funds of the Circuit							
Unrestricted funds		1,186,896	-	-	-	1,186,896	820,420
Circuit Model Trust Fund (Unrestricted)		-	172,838	-	-	172,838	553,582
Restricted funds		-	-	570	-	570	1,122
Designated funds		-	-	-	61,482	61,482	48,767
Total Funds		1,186,896	172,838	570	61,482	1,421,786	1,423,891

West Penwith Methodist Circuit

Notes to the Accounts for the year ended 31.8.2018

1 Basis of accounting

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – the Charities SORP (FRSSE) – in replacement for the SORP's 2005 version specified in its related 2008 Regulations and in accordance with the 'true and fair override' provision contained therein."

2 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 are held for a narrower purpose. Details of each material fund are disclosed in the final note to these accounts. Any funds may be represented by more than just cash.

3 Accounting policies

Basis

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year, on the accruals basis to show a true and fair view of the Circuit's financial position and activities.

Income Recognition

Income is included in the Statement of Financial Activities (SOFA) when the Circuit becomes entitled to the resources, and the trustees are reasonably certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

Resources Expended

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

VAT

Since the Circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

Tangible fixed assets for use by the Circuit

These are capitalised if they can be used for more than one year, and individually cost at least £1,000.

The freehold property is shown in the accounts at 2011 deemed values or actual purchase cost. No depreciation is provided on the building because the trustees consider the current residual fair value of the manse buildings (on the assumption that it had reached the end of its useful economic life by the year-end) to be not less than its current value. Any depreciation would not be material. The property has been reviewed for impairment.

Investment Properties

Investment properties - no property is currently deemed to not be held for the long term purposes of the charity.

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.

Debtors and Prepayments

Debtors relate to the payment of the September stipend in August. The prepayment relates to the proportion of the insurance premium, rental and deposit paid in advance

Creditors and Accruals

Accruals are for the 1st quarter assessment of 2018/19 received in August 2018 from the circuit churches.

West Penwith Methodist Circuit

Notes to the Accounts for the year ended 31.8.2018

	Unrestricted	Circuit Model Trust Fund	Designated	Restricted	2018	Total	2017
	£	£	£	£		£	Total
							£
4. Donations							
Donations	-	-	-	308		308	598
Total	-	-	-	308		308	598

5. Charitable activities - other

Charitable activities - Levy Refund	3,275	53,616	-	-		56,891	316
Total	3,275	53,616	-	-		56,891	316

6. Other trading activities

Lettings Boscathnoe Manse	3,495	-	-	-		3,495	8,334
Total	3,495	-	-	-		3,495	8,334

7. Investment income

Central Finance Board	818	4,028	-	-		4,846	4,107
Total	818	4,028	-	-		4,846	4,107

8. Payment to Trustees

All of the Ministers and the Circuit Administrator are members of the Circuit meeting and are accordingly Managing Trustees of the charity, therefore all remuneration disclosed in Note 9 has been paid to Trustees of the charity.

Number of trustees who were paid expenses

10

9

Expense payments primarily relate to reimbursement for travel, stationery, postages and materials for manses.

	£	£
Total amount paid	7,249	6,473

9. Payments of Stipends, Salaries, NIC and Pension Contributions

Staff Costs paid during the year were:

	£	£
Gross wages and salaries	62,148	64,881
Employer's National Insurance costs	5,009	4,751
Pension costs	13,593	14,320
Total staff costs	80,750	83,952

Average number of staff employed during the year were:

3

3

There is no accrual for holiday pay as it is immaterial. All staff are paid at or above the living wage.

a

West Penwith Methodist Circuit

Notes to the Accounts for the year ended 31.8.2018

10 Tangible Fixed Assets

Cost or valuation

	Redundant Circuit property	Manses	Total
	£	£	£
Balance brought forward	30,000	765,000	795,000
Additions	-	380,260	380,260
Revaluations (+/-)		-	-
Disposals (-)	30,000	-	30,000
Balance carried forward	-	1,145,260	1,145,260

The addition to circuit property of £380,260 relates to the purchase of an additional circuit manse at Carbis Bay, to be occupied by an additional presbyter stationed to the new West Cornwall circuit formed on the amalgamation of the West Penwith and St Ives circuits on 1st September 2018. The disposal of redundant circuit property relates to the sale of Treen Methodist Church, with the surplus on disposal included in the SOFA.

11 Investments

The funds that support the Circuit Model Trust Fund are held by TMCP in Trustees Interest Funds on which interest is credited to the accounts each month. These are regarded as medium and long term investments.

TMCP is the legal owner and Custodian Trustee of all Methodist Model Trust property, including Legacies, Endowments and Accumulated Funds. Trust property is held for and on behalf of local Managing Trustees who are responsible for the day to day management of trust property. TMCP ensure that, through providing guidance and acting under their direction, the Managing Trustees comply with charity law and Methodist law and polity as determined by the Methodist Conference.

West Penwith Methodist Circuit

Notes on the accounts for the year ended 31.8.2018

12. Analysis of current assets

Debtors and prepayments

Pre paid stipends

Other prepayments

Total debtors and prepayments

2018

2017

£

£

10,119	5,613
3,634	1,192
13,753	6,805

Analysis of cash at bank

Bank balance held in Lloyds TSB

Bank balance held in Central Finance Board

Total Cash and Bank

24,649	13,442
64,824	39,858
89,473	53,300

13. Analysis of current liabilities

Assessments received in advance

Other Creditors

Total Current Liabilities

£	31,445	25,678
£	702	-
£	32,146	25,678

14. Capital Commitments and Contingent Liabilities

At the 31st August 2018 the Circuit had no capital commitments. (2017 no capital commitments.)

No Contingent liabilities were identified at 31st August 2018 or 31st August 2017.

West Penwith Methodist Circuit

Notes to the Accounts for the year ended 31.8.2018

15. Detailed analysis of individual fund movements

Unrestricted Funds

Unrestricted Fund Name	Opening Balance £	Income £	Expenditure £	Transfers £	Gains/losses on Investments £	Closing Balance £
General	820,420	125,045	148,511	388,848	1,094	1,186,896
CMTF (Unrestricted)	553,582	61,744	38,640	-403,848	0	172,838
Totals	1,374,002	186,789	187,151	-15,000	1,094	1,359,734

Restricted Funds

Restricted Fund Name	Opening Balance £	Income £	Expenditure £	Closing Balance £	Purpose of the fund
Tregerest Graveyard	260	308	860	-292	Maintenance
District Grant	862	0	0	862	Survey Costs
Totals		308	860	570	

Designated Funds

Designated Funds Name	Opening Balance £	Transfers £	Expenditure £	Closing Balance £	Purpose of the fund
Manse repairs	48,767	15,000	2,286	61,482	Maintenance
Total	48,767	15,000	2,286	61,482	

The reasons for the transfers between funds were as follows:

£53,000 was transferred from TMCP to the General Fund as a contribution to ministry costs.

Treen Methodist Church, previously included in the balance sheet at a value of £30,000 was sold during the year and the proceeds included in the CMTFund (unrestricted).

£15,000 was transferred from Unrestricted Funds to Designated Funds for Manse Repairs. (The balance brought forward of £48,767, being the balance of amounts included in budgets for manse expenditure and amounts expended, had previously been noted as a memorandum but not shown as Designated Funds in the accounts.)

West Penwith Methodist Circuit
Accounts for the year ended 31st August 2018

Basis of Independent Examiner's Report

My examination was carried out in accordance with the 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, in nature or scale, or disclosures in the accounts, seeking explanations from the Trustees concerning 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. My 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 as 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

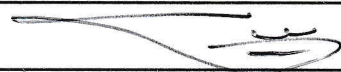
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Name of independent
examiner

ANTHONY ROWE

Signature of independent
examiner



Relevant Professional qualification of independent examiner

RETIRED BANK MANAGER - A.C.I.B.

Address

BENONI
STEELE LANE
ST. IVEY TR26 2AY

Date

3/2/19

**West Penwith Methodist Circuit
DECLARATIONS**

Treasurer

I confirm that these accrual based accounts for the year ended 31 August 2018 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit Meeting.

Signature of Treasurer



Date

17/01/2019

Name of Treasurer

Linda Stevens

Address

5 Sona Merg Close, Heamoor, Penzance

Presentation to the Circuit Meeting for approval.

I confirm that the annual report and accounts for the year ended 31 August 2018 were presented to the Circuit Meeting at its meeting on 27th February 2019.

and were approved.

Signature of the Chair of
the meeting



Name of the Chair of the
meeting

Revd Alastair Bolt

Date

27/2/19

Independent Examiner's Report to the Trustees of the

West Penwith Methodist Circuit

This Report is on the Circuit Accounts for the year ended 31st August 2017

Respective responsibilities of Trustees and Examiner

The Circuit's trustees are responsible for ensuring that the annual report and accounts for the year to 31 August 2016 present a true and fair view of the Circuit's income and expenditure for the year and of its assets and liabilities at the balance sheet date. The trustees consider that an audit is not necessary 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.

** Please delete or circle as appropriate*

West Penwith Methodist Circuit
Accounts for the year ended 31st August 2018

Basis of Independent Examiner's Report

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

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Name of independent
examiner

ANTHONY ROWE

Signature of independent
examiner



Relevant Professional qualification of independent examiner

RETIRED BANK MANAGER - A.C.I.B.

Address

BENONI
STEEPLE LANE
ST. IVEY TR26 2AY

Date

8/2/19