

TRUSTEES ANNUAL REPORT FROM 1 SEPTEMBER 2017 TO 31 AUGUST 2018

ADMINISTRATIVE INFORMATION

CHARITY NAME: LOWESTOFT AND EAST SUFFOLK METHODIST CIRCUIT

REGISTERED CHARITY NUMBER: 1135624

PRINCIPAL ADDRESS: 38 ASHBURNHAM WAY, CARLTON COLVILLE, LOWESTOFT, SUFFOLK, NR33 8SJ

TRUSTEES: THE NAMES OF THE MANAGING TRUSTEES ARE LISTED ON THE CHARITY COMMISSION WEBSITE OR ARE AVAILABLE FROM THE CIRCUIT TREASURER

AIMS AND ORGANISATION

THE MAIN AIMS OF THE CIRCUIT POLICY ARE:

1. TO COMMISSION AND CHALLENGE OUR CHURCHES TO GROW IN FAITH AND UNDERSTANDING OF GOD AND HIS PURPOSE AND TO MAKE NEW DISCIPLES OF CHRIST.
2. TO EXCEL IN LOCAL AND GLOBAL ENGAGEMENT, AWARENESS AND OUTREACH, AND TO SEE GROWTH ROOTED IN LOCAL CONGREGATIONS.
3. TO CELEBRATE AND DEVELOP ECUMENICAL RELATIONSHIPS.
4. TO ENABLE EVERYONE, STAFF AND MEMBERS ALIKE, TO REALISE, USE AND STRETCH THEIR GOD-GIVEN GRACES AND SKILLS; AND IN PARTICULAR TO DEVELOP A TEAM APPROACH THAT WILL LIBERATE THE MINISTRY TO EXERCISE THEIR GIFTS ACROSS THE CIRCUIT, EVEN THOUGH THEY WILL RETAIN PARTICULAR RESPONSIBILITIES FOR SPECIFIC CHURCHES.
5. TO DRAW OUR CHURCHES CLOSER TOGETHER AS A CIRCUIT FAMILY, SO THAT WE CAN GIVE TRUE SUPPORT AND ENCOURAGEMENT TO EACH OTHER. GUARDING AGAINST THE DANGER OF GEOGRAPHICAL ISOLATION, THE STAFF MEET REGULARLY FOR FELLOWSHIP AND SUPPORT.
6. THE CIRCUIT LEADERSHIP TEAM, MEETING REGULARLY EXISTS TO ADVISE THE CIRCUIT MEETING ON MATTERS OF POLICY AND DEVELOPMENT, AND TO SEE THAT THE DECISIONS OF THE CIRCUIT MEETING ARE IMPLEMENTED.

THE CIRCUIT HAS FIFTEEN CHURCHES ORGANISED INTO FOUR SECTIONS, AND DURING THE YEAR WAS SERVED BY FOUR FULL-TIME MINISTERS SUPPLEMENTED BY ACTIVE SUPERNUMARY MINISTERS AND LAY PREACHERS. THE CIRCUIT ALSO EMPLOYS A LAY WORKER ADMINISTRATOR.

THE CIRCUIT PRODUCES A QUARTERLY PREACHING PLAN TO ENSURE REGULAR ACTS OF WORSHIP TAKE PLACE AT EACH OF THE METHODIST/LEP CHURCHES. THEY ARE OPEN TO ALL PEOPLE WITHOUT CHARGE.

REVIEW OF PROGRESS AND ACHIEVEMENTS

FOLLOWING THE ARRIVAL OF TWO NEW MINISTERS, TIME WAS TAKEN TO ALLOW THEM TO SETTLE INTO THEIR NEW ROLES. DISCUSSIONS HAVE CONTINUED, AND DECISIONS MADE TO ENSURE THAT ALL CHURCHES ARE NOT UNNECESSARILY BURDENED FINANCIALLY. HIGH LEVEL DISCUSSIONS HAVE COMMENCED WITH NEIGHBOURING CIRCUITS ON FUTURE BOUNDARY CHANGES.

DISCUSSIONS CONTINUE WITHIN THE CIRCUIT ON THE FINANCIAL FUTURE OF THE CIRCUIT WITH IDEAS BEING PUT TO CHURCHES FOR DISCUSSION, IT WAS ACKNOWLEDGED THAT EXISTING STAFF LEVELS CANNOT BE MAINTAINED AFTER 2020, BUT FUTURE CHANGES IN CIRCUITS MAY ALTER PROVISIONAL DECISIONS.

A PROGRAMME OF TRAINING IN SAFEGUARDING CONTINUED.

THE CIRCUIT AND CHURCHES HAVE ALSO BEEN IMPLEMENTING THE GDPR REQUIREMENTS.

26/11/2018

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Lowestoft and East Suffolk	Circuit
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**FOR THE YEAR ENDED
31 AUGUST 2018**

East Anglia	District	Circuit no	14 7
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Registered Charity - Charity Registration number

1135624

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)

Ministers:

REV PETER RAYSON
REV CHRISTINE KENNEL
REV LOUISE MORRISSEY
REV ERNIE BOSSE

Circuit Stewards:

MR D HOWLETT
MRS M JACKSON
MES M READ
MR D WELLMAN

Treasurer:

REV ROBERT SOANES

SECTION A

			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
	SECTION A	Note	£	£	£	£	£
a1	RECEIPTS						
a2	Assessment/Share		146,749			146,749	148,284
a3	Capital receipts						
a4	Bank and CFB interest and Investment income		121	1,550		1,671	2,041
a5	Grants						
a6	Other receipts		5,586			5,586	9,467
a7	TOTAL RECEIPTS		152,456	1,550		154,006 (a8)	159,792

SECTION B

b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		115,385			115,385	82,072
b3	Manse Costs		15,949			15,949	14,532
b4	Administration etc		4,197			4,197	2,842
b5	District Assessment		33,040			33,040	35,527
b6	Grants & donations		2,132			2,132	2,200
b7							14,955
b8	Other payments		12,442	11,736		24,178	39,738
b9	TOTAL PAYMENTS		183,145	11,736		194,881 (b9)	191,866

SECTION C

c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(30,689)	(10,186)		(40,875)	(32,074)
c2	Total funds brought forward from last year		104,739	266,057	0	370,796 (c6)	402,870
c3	Sub total	(c1+c2)	74,050	255,871	0	329,921	370,796
c4	Transfers and adjustments				53	53 (c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	74,050	255,871	53	329,974 (c8)	370,796 (c6)

SECTION D

FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS							
d	(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 2018 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)	154,006 (a8)	194,881 (b9)	(40,875)	53 (c7)	370,796 (c6)	329,974 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	154,006	194,881	(40,875)	53	370,796 (x)	329,974 (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 2018**

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	62,665	27,132
f3 Bank Deposit Account		
f4 Central Finance Board	42,073	46,971
f5 Trustees for Methodist Church Purposes	266,058	255,871
f6 Other funds		
f7 SUB TOTAL	370,796 (c6)	329,974 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	370,796 (x)	329,974 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2017	At 31 August 2018
g1 Investments (include Endowments)	230	230
g2 Land and Buildings (see notes re Insurance value)	859,140	895,236
g3 Other Assets		
g4 Loan(s) - show amount outstanding at year end	6,272	6,872
g5 Other Liabilities		

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)

DECLARATIONS

Treasurer

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

Signature of Treasurer



Date

1-10-18.

Name

Rev Robert Soanes

Address

7 Dene Rd, Lowestoft, Suffolk, NR32 4QE

Presentation to the *Circuit Meeting for approval.

I confirm that the Accounts have been presented to the Circuit Meeting on

05-Oct-18

and were approved.

Signature of the Chair of the meeting



Name of the Chair of the meeting

Rev Peter Rayson

Date

05-Oct-18

Independent Examiner's Report to the Trustees of the

Lowestoft and East Suffolk

Circuit

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

2018

Respective responsibilities of Trustees and Examiner

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

is 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

MR H. B. FOSTER

Signature

Hedley B. Foster

Relevant Professional qualification or body

Address

9 DORSET PARK
SALFORD
SAXTONHAM RD
ITA

Date

4/10/18

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