



# Trustees' Annual Report for the period

	Period start date	Period end date
From	1 September 2017	To 31 August 2018

## Section A Reference and administration details

Charity name

Chapel Allerton Methodist Church

Other names charity is known by

Registered charity number (if any)

1129425

Charity's principal address

Town Street

Chapel Allerton

Leeds

Postcode

LS7 4NB

### 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	Rev D Mwailu	Minister and chair		
2	Mrs A Britton	Secretary		
3	Miss M Sanders	Treasurer		
4	Rev R Creamer	Circuit Superintendant		
5	Dr R Vautrey	Church Steward		
6	Dr D Cundall	Church Steward		
7	Miss T Tyson	Church Steward		
8	Mrs H Lunn	Lay worker		
9	Mrs A Vautrey	Worship coordinator		
10	Mrs J Barnfield	Church Steward		
11	Mr P Chaplin	Property Steward		
12	Mr D Barnfield	Property Steward		
13	Mr N Wood			
14	Mrs V Chaplin			
15	Mr E Britton	Property Coordinator		
16	Miss M Barnes			
17	Mr D Laycock	Pastoral Coordinator		
18	Mr W Mainprize			
19	Mrs J Lapish	Church Steward		
20	Mr J May			

Mr J G H Smith	
Mrs K Hall	
Mr K Wenham	Circuit Steward


Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Deed of Union (1932) and Methodist Church Act (1976)
How the charity is constituted (eg. trust, association, company)	Church Council acting as trustees
Trustee selection methods (eg. appointed by, elected by)	Minister and designated Church office holders ex officio and others by election

### Additional governance issues (Optional information)

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## Section C Objectives and activities

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

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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 the 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.

Provision of opportunities and facilities for regular Christian worship and associated activities and provision of facilities for youth and other community activities.

**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)**

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We have continued with our normal pattern of services and other meetings for fellowship and study of the Christian faith. Money was raised for Shelterbox, a charity which delivers boxes of essential items for survival in areas of natural disasters. Youth work in the area was continued in partnership with two other local churches by the employment of youth workers assisted by volunteers.

Section E

Financial review

Brief statement of the charity's policy on reserves

The policy is to keep in reserve an amount at least equivalent to one quarter of the expected annual expenditure.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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**

<b>Signature(s)</b>	Angela Britton	
<b>Full name(s)</b>	Angela Britton	Monica Sanders
<b>Position (eg Secretary, Chair, etc)</b>	Secretary	
<b>Date</b>	26 May 2019	



## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Chapel Allerton Methodist

Church

FOR THE YEAR ENDED

31 August 2018

Leeds North and East	Circuit	Circuit no	1602
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**Registered Charity - Charity Registration number**

1129425

**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:

Revd Palo Tshume

Church Stewards:

David Cundall

Richard Vautrey

Tenika Tyson

Janet Lapish

Treasurer:

Monica Sanders

## ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2018

Chapel Allerton  
methodist

Church

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£
a2	Offerings and Tax recovered		61,417	498	61,915
a3	Bank and CFB interest and Investment income		181	0	181
a4	Lettings		22,612		22,612
a5	Other receipts		12,111		12,111
a6	<b>TOTAL RECEIPTS</b>		<b>96,321</b>	<b>498</b>	<b>96,819 (a7)</b>

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share		49,400		49,400
b3	Donations		2,606	2,395	5,001
b4	Repairs and Maintenance		7,606	2,326	9,932
b5	Utilities (Insurances, water charges, heating & lighting)		14,777		14,777
b6				0	0
b7	Other payments		13,023		13,023
b8	<b>TOTAL PAYMENTS</b>		<b>87,412</b>	<b>4,721</b>	<b>92,133 (b9)</b>

SECTION C					
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	<b>(a6-b8)</b>	<b>8,909</b>	<b>(4,223)</b>	<b>4,686</b>
c2	Total funds brought forward from last year		43,695	6,394	50,089 (c6)
c3	<b>Sub total</b>	<b>(c1+c2)</b>	<b>52,604</b>	<b>2,171</b>	<b>54,775</b>
c4	Transfers and adjustments				0 (c7)
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	<b>(c3+c4)</b>	<b>52,604</b>	<b>2,171</b>	<b>54,775 (c8)</b>

SECTION D					
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS					
d	(these amounts are not to be included in total receipts/payments figures above)				
d1	Balance brought forward from last year			0	2,298
d2	Offerings/Gifts - received for external organisations			5,924	5,973
d3	Offerings/Gifts - passed to external organisations			1,999	8,271
d4	<b>BALANCE STILL TO BE PAID</b>	<b>(d1+d2-d3)</b>		<b>3,925</b>	<b>0</b>

Chapel Allerton Methodist Church

**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 2018 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
c1 Drama Group			0		0	0
c2 CA Churches Fellowship			0		0	0
c3			0			0
c4			0			0
c5			0			0
c6			0			0
c7			0			0
c8 Sub total of Internal Organisations funds	0	0	0		0 (e11)	0 (e12)
c9 Church accounts (totals brought forward from page 2 - totals column)	96,819 (a7)	92,133 (b9)	4,686	0 (c7)	50,089 (c6)	54,775 (c8)
c10 TOTAL CASH FUNDS HELD BY CHURCH	96,819	92,133	4,686	0	50089 (x)	54775 (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 2018		OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		0	
f2 Bank Current Account		14,766	16031
f3 Bank Deposit Account (Closed 18/8/15)		0	0
f4 Central Finance Board		35,323	38,744
f5 Trustees for Methodist Church Purposes			0
f6 Other funds			
f7 SUB TOTAL - Church accounts		50,089 (c6)	54,775 (c7)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)		0 (e11)	0 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH		50,089 (x)	54775 (y)

**SECTION G**

**OTHER ASSETS and LIABILITIES**

	At 1 September 2017	At 31 August 2018
g1 Investments (include Endowments)	0	
g2 Land & Buildings (see notes re Insurance value)	3,642,265	3,787,969
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

*E M Sanders*

Date

13.1.19

Name

E M Sanders

Address

6 Valley Court, Allerton Grange Vale, Leeds, LS17 6LU

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

I confirm that the Accounts have been presented to the Church Council on

16-Oct-18

and were approved.

Signature of the Chair of the meeting

*Rev Daniel Mwailu*

Name of the Chair of the meeting

Revd Daniel Mwailu

Date

13.1.19

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

CHAPEL ALLERTON METHODIST.

Church

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

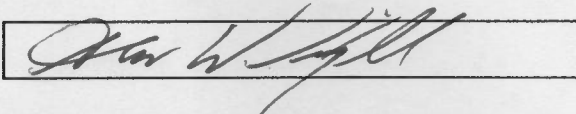
In connection with my examination, no matter has come to my attention (other than that disclosed below\*):

- (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	ALAN WINTERSGILL
Signature	
Relevant Professional qualification or body	ICAEW
Address	NAYLOR WINTERSGILL LIMITED CARLTON HOUSE GRAMMAR SCHOOL STREET BRADFORD BD1 4NS
Date	28.2.2019