



# Trustees' Annual Report for the period

	Period start date		Period end date
From	1 Sep 2017	To	31 Aug 2018

## Section A Reference and administration details

Charity name

Falmouth & Gwennap Methodist Church

Other names charity is known by

Registered charity number (if any)

1134291

Charity's principal address

Falmouth Methodist Church

Killigrew Street

Falmouth

Postcode

TR11 3PG

### 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 Robert Bowen	Superintendent		
2	Clifford Paul Barker	Treasurer		
3	Others as per list in Annual Return			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## 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)

Act of Parliament

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by local churches and existing trustees.  
Ministers are automatically trustees

### Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Induction / Training

- Range of guidance provided by Methodist Connexion
- Leaflet 'The Role of a Trustee in the Methodist Church'

#### Structure

- Part of the Cornwall District
- Accountable to the Methodist Conference

#### Related Parties

- Other local circuits and churches together groups

#### Risks

- Considered by the Circuit Leadership Team
- Take professional advice as required
- Adopted Safeguarding Policy and ensured it is rolled out to the churches

## 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:

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

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.

We have developed a new Circuit Vision/Policy Statement that guides us in enabling our constituent churches in their advancement of the Christian faith.

We support our constituent local churches in maintaining their buildings, most of which are available for community use. We also work to enable them in the advancement of the Christian faith.

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

The Circuit Model Trust Fund had a balance at the year-end of £195,137.

This fund derives from sales of chapels and manses and is restricted by the Conference. This restriction is an internal regulation though the fund can be used for a variety of purposes. The Circuit Leadership team has drawn up a set of ground rules, which have been accepted by the Circuit Meeting, to ensure grants made from the Circuit Model Trust Fund are used effectively for mission and capital works.

With the exception of our ministers, deacon and lay pastor (3 full time, one half time and 1 one quarter time) all our work is carried out by volunteers.

## Summary of the main achievements of the charity during the year

We have drawn up a new Circuit Vision/Policy, which prioritises development of worship, small groups, enabling outreach, care for those in need, and engaging with local communities, wherever possible working in collaboration with others. This is a key document, guiding where our resources go, to be reviewed annually.

We are challenged by a number of large elderly buildings. We aim to continue to ensure that the land and buildings we use are 'fit for purpose' and both use it effectively and ensure that they are 'available to all'.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Reserves Policy for the Falmouth & Gwennap Methodist Circuit is to hold a sum equivalent to six months average expenditure. This should be sufficient to meet any unforeseen item or major expenditure on manse and / or to be able to continue, in the short term, funding planned activities in the event of an inability to raise the full Circuit Assessment from churches.

It is necessary to hold sufficient working capital to enable the quarterly payment of stipends and business expenses for three full-time and one part time minister and one part time lay worker, and our contribution to the District and the Connexion.

### Details of any funds materially in deficit

None

### 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

Signature(s)

*CP Barker*

*Robert Bowen*

Full name(s)

Clifford Paul Barker

Revd Robert Bowen

Position (eg Secretary, Chair, etc)

Treasurer

Superintendent Minister

Date

5<sup>th</sup> June 2019

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

<b>Falmouth &amp; Gwennap</b>	Circuit
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**FOR THE YEAR ENDED  
31 AUGUST 2018**

Cornwall	District	Circuit no	12 / 03
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**Registered Charity - Charity Registration number**

1134291

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:

Revd Robert Bowen
Revd Celia Phillips
Revd Elizabeth Harris
Deacon Jane Mills
Revd Andrew Mumford

Circuit Stewards:

Mrs Jennifer Richards
Mr. Giles Richards
Mrs Tracey Lyall

(Acting) Treasurer:

Mr. C Paul Barker
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SECTION A		Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year	
a1	RECEIPTS	Note	£	£	£	£	
a2	Assessment/Share		138,565		138,565	143,872	
a3	Capital receipts				0	100,095	
a4	Bank and CFB interest and Investment income		163	1,623	5,451	5,366	
a5	Grants				0	0	
a6	Other receipts		16,339	340	16,678	60,943	
a7	TOTAL RECEIPTS		155,067	1,962	3,665	160,695 (a8)	310,275

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		125,255			125,255	119,597
b3	Manse Costs		31,300			31,300	15,972
b4	Administration etc		4,475	508	240	5,223	4,643
b5	District Assessment		36,796			36,796	36,468
b6	Grants & donations					0	0
b7	Purchase of new manse					0	0
b8	Other payments		21,605	10,299		31,904	23,811
b9	TOTAL PAYMENTS		219,431	10,807	240	230,478 (b9)	200,490

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(64,364)	(8,844)	3,425	(69,783)	109,785
c2	Total funds brought forward from last year		52,147	253,981	4,375	310,504 (c6)	200,719
c3	Sub total	(c1+c2)	(12,217)	245,137	7,800	240,721	310,504
c4	Transfers and adjustments		50,000	(50,000)	0	0 (c7)	0
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	37,783	195,137	7,800	240,721 (c8)	310,504 (c6)

SECTION D		Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
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	<b>BALANCE STILL TO BE PAID (d1 + d2 - d3)</b>				<b>0</b>	<b>0</b>



**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 Stithians Hendra	191	839	(649)		40,427	39,779
e2			0			0
e3			0			0
e4			0			0
e5			0			0
e6			0			0
e7			0			0
e8 Sub total of Internal Organisations funds	191	839	(649)	0	40,427 (e11)	39,779 (e12)
e9 Circuit accounts (totals brought forward from page 2 - totals column)	160,695 (a8)	230,478 (b9)	(69,783)	0 (c7)	310,504 (c6)	240,721 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	160,885	231,317	(70,432)	0	350,931 (x)	280,499 (y)
Continue on a separate sheet if necessary and bring the totals forward	<b>TOTAL RECEIPTS</b>	<b>TOTAL PAYMENTS</b>				

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

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	2,802	5,579
f3 Bank Deposit Account		
f4 Central Finance Board	49,346	32,204
f5 Trustees for Methodist Church Purposes	250,366	194,607
f6 Other funds	7,991	8,330
f7 SUB TOTAL	310,504 (c6)	240,721 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	40,427 (e11)	39,779 (e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	350,931 (x)	280,499 (y)

**SECTION G****OTHER ASSETS and LIABILITIES**

	At 1 September 2017	At 31 August 2018
g1 Investments (include Endowments)	115,668	120,583
g2 Land and Buildings (see notes re Insurance value)	1,074,428	1,116,326
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 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)

CIRCUIT NUMBER: 12 / 03

CIRCUIT NAME: Falmouth &amp; Gwennap

Summary of cash and investments at 31 August 2018

CHURCH NAME/NUMBER	LOCATION	BALANCES AT CFB (£)	BALANCES AT TMCP (£)	OTHER INVESTMENTS (£)	CASH AT BANK (£)	TOTAL 31/08/2018	TOTAL 31/08/2018		
							UNRESTRICTED	RESTRICTED	ENDOWMENTS
Carharrack (120310)	Redruth	0	6,016	0	4,049	10,065	4,049	0	6,016
Carnkie	Redruth	521	0	0	15,823	16,344	16,344	0	0
Edgcombe (120306)	Penryn	5,939	3,662	0	1,395	10,996	7,334		3,662
Falmouth (120303)	Falmouth	39,318	19,084	0	41,122	99,524	99,524	0	0
Frogpool	Truro	27,347	0	0	682	28,029	28,029	0	0
Lanner (120314)	Redruth	20,967	6,206	0	1,992	29,165	22,959	0	6,206
Mawnan	Falmouth	2,922	0	0	11,040	13,962	13,962	0	0
Mylor (120307)	Falmouth	13,591	184	0	12,139	25,914	25,729	0	184
Penmarth	Redruth	0	0	0	2,160	2,160	2,160	0	0
Penryn	Penryn	4,882	0	0	2,553	7,435	7,435	0	0
Ponsanooth	Truro	0	0	0	18,451	18,451	18,451	0	0
St Day (120311)	Redruth	0	39,585	0	7,807	47,392	7,807	37,418	2,166
Stithians	Redruth	7,430	0	0	28,878	36,308	36,308	0	0
Trenoweth (120304)	Falmouth	10,915	36,393	0	6,608	53,916	17,523	0	36,393
SUB - TOTAL		133,831	111,130	0	154,700	399,660	307,614	37,418	54,627

	BALANCES AT CFB (£)	BALANCES AT TMCP (£)	OTHER INVESTMENTS (£)	CASH AT BANK (£)	TOTAL 31/08/2018	TOTAL 31/08/2018		
						UNRESTRICTED	RESTRICTED	ENDOWMENTS
CASH AND INVESTMENTS HELD BY THE CIRCUIT	32,204	128,383	0	5,579	166,166	45,584	0	120,583
CMTF		195,137	0	0	195,137	0	186,807	8,330
CIRCUIT TOTAL	32,204	323,520	0	5,579	361,303	45,584	186,807	128,913
CIRCUIT GRAND TOTAL	166,035	434,650	0	160,279	760,963	353,198	224,225	183,540

\* Please indicate what is included in other investments on a separate sheet.

## Notes:

- 1 If the church has made or received loans, these should be shown in *Other investments*
- 2 Investment Properties (not used for charitable purposes) should be shown in *Other investments*
- 3 All Circuit Treasurers are required to complete the table above each year and submit it to the District Treasurer in compliance with The Methodist Conference directive.



## 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

*C. P. Barker*

Date

30/11/2018

Name

Mr. C. P. Barker FMAAT

Address

3 Sampson Gardens Ponsanooth Truro TR3 7RS

### Presentation to the \*Circuit Meeting for approval.

I confirm that the Accounts have been presented to the Circuit Meeting on  
and were approved.

19/03/2019

Signature of the Chair of the  
meeting

*Robert Bowen*

Name of the Chair of the meeting

Revd R Bowen

Date

19/03/2019

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

Falmouth & Gwennap

Circuit

This Report is on the Circuit 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 cc audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) as 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	Claire Hart
Signature	
Relevant Professional qualification or body	Association of Accounting Technicians
Address	75a South Park, Redruth, Cornwall, TR15
Date	29/02/2019