



**THE METHODIST CHURCH**  
**TRUSTEES' REPORT AND ACCOUNTS**  
for the year ended 31 August 2018  
**BUDE AND HOLSWORTHY METHODIST CIRCUIT**  
Registered Charity - Registration number 1129530

**Plymouth & Exeter District**

**District No / Circuit No**

**24/11**

**Ministers**

Rev Martin Keenan (Superintendent) (to 31/08/2018)
Rev Robert Blackhall (Acting Superintendent from 01/09/2018)
Rev Neal Street
Rev John Peak (to 7th February 2018)
Deacon Debbie Marsh

**Circuit Stewards**

Mrs Valerie Barber (to 31/08/2018)
Mr John Barrett
Mrs Sue Brooks
Mr David Harper (to 31/08/2018)
Mr Jonathan Hobbs
Mrs Cath Paddon
Mr Mark Shepherd
Mrs Christine Forster (from 10/12/2018)

**Circuit Treasurer**

Mr Roy Mackenzie, FCA
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**BUDE AND HOLSWORTHY METHODIST CIRCUIT  
TRUSTEES' REPORT AND ACCOUNTS  
for the year ended 31 August 2018**

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**BUDE AND HOLSWORTHY METHODIST CIRCUIT**  
**Registered Charity No. 1129530**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**Introduction**

The Trustees present their Annual Report and the Accounts for the year ended 31st August 2018.

The Bude and Holsworthy Methodist Circuit covers the area of North Devon and North Cornwall from Hartland in the north to Poundstock in the south, and from the coast at Bude to the market town of Holsworthy in the east.

The Circuit currently serves 19 Methodist Churches, with memberships ranging from 6 to 121 members, and has a total membership of 518.

**Aims and organisation**

The purposes of the Methodist Church are the advancement of the Christian faith in accordance with the doctrinal standards and the 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, and any charitable purpose for the time being of any society or institution or subsidiary or ancillary to the Methodist Church.

In pursuit of those objectives, the Circuit's Mission Statement is, "To know Christ and make Christ known."

In common with other Methodist bodies, the Circuit is governed by the Methodist Church Act 1976, the Deed of Union and the Model Trust Deeds of the Methodist Church.

The Circuit Meeting are the Trustees of the Circuit: members of the Circuit Meeting include representatives appointed by the Church Councils of churches within the Circuit, together with the Ministers stationed in the Circuit, Supernumerary Ministers residing in the Circuit and the Circuit Officers, who serve ex-officio as trustees.

The Circuit Leadership Team (CLT), comprising the Circuit Ministerial Staff and Circuit Stewards, meets regularly to keep under review the life of the Circuit and to take forward the decisions of the Circuit Meeting.

**Public Benefit**

The trustees confirm that they have complied with the duty under the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. Specifically:

The churches in the Bude and Holsworthy Methodist Circuit exist to help people find and follow Jesus in an ever changing world. The Circuit aims to support all its churches in their efforts to reach out into their communities to meet the needs of members and non-members. The Circuit recognises and encourages the diversity of approaches to mission among its churches, and makes resources available to help them in their work.

The actions of the Circuit and its member churches include:

- the arrangement of public worship and education in the Christian religion;

- giving encouragement and assistance to those seeking to know more about the Christian faith, including the organisation of Alpha Courses and similar activities, and assistance with the training of those called to serve as local (lay) preachers and worship leaders;
- many churches make their premises available to other organisations that need somewhere to meet.

## **Safeguarding**

The Circuit follows the Connexional policy on safeguarding as detailed in *Creating Safer Space*. Each church has a safeguarding representative and there are safeguarding officers in the Circuit to ensure the adoption of safe practice amongst children and vulnerable adults. Appropriate training is provided on safeguarding issues for all involved in leadership roles within the Circuit, and supervision of the necessary checks under the safeguarding legislation.

## **Review of the year**

At the start of the year, the 3 Presbyteral Ministers remained in post, providing pastoral oversight to the 20 churches in the Circuit. During the year, the members of Woodacott Chapel decided they should cease to meet, a decision which was confirmed by the Circuit and District, and the Chapel building became vested in the Circuit, and will be sold. Funds held in the accounts of Woodacott also passed to the Circuit.

Sadly, Rev John Peak died suddenly on 7th February 2018, and his responsibilities in the Circuit were re-allocated to other staff and volunteers. He was regarded with love and respect by those to whom he ministered, and is sadly missed within the Circuit.

Deacon Debbie Marsh continued to work mainly at Bude Methodist Church, and has continued to develop new outreach activities in the community. A major success established during the year was the Beach Pastors initiative, providing assistance and support to holidaymakers and other beach users at Summerleaze Beach.

During the year, the purchase of the manse at 24 Brook Drive, Bude, was completed, initially with the aid of a bridging loan from Methodist Chapel Aid, and this allowed Deacon Debbie Marsh and her family to move nearer to the focus of her ministry. Due to continuing difficulties with the manse at North Road, Holsworthy, Rev Martin Keenan moved back to the manse in Chilsworthy which Deacon Debbie Marsh had vacated, and the manse at North Road, Holsworthy was sold.

The redundant Chapel at Ashwater was also sold during the year, and the proceeds of sale of the Holsworthy Manse and Ashwater Chapel provided the means of repaying the bridging loan for the purchase of the manse at Brook Drive, Bude.

During the year, Mrs Debbie Dawber, who was appointed as a schools worker in the previous accounting year, decided to resign from her post in order to join her husband who was working abroad. As her employment had been overseen by Rev John Peak, it was felt that the Circuit would not be able to provide the necessary support for a replacement schools worker, and she was therefore not replaced.

Rev Martin Keenan, who was Circuit Superintendent, having decided that he was called to serve elsewhere, gave notice of his intention to curtail his appointment a year early, and the Circuit entered the Stationing process to seek a new Superintendent, but was not successful in achieving a match. Rev Robert Blackhall, Superintendent minister of the Torridge Circuit, has agreed to act as Superintendent for the next two years.

In order to support the depleted Ministerial team, since the end of the year, the Circuit has appointed some additional lay staff and volunteers and increased the hours of others, but we are very conscious of the additional pressure under which all our staff will be working.

The circuit continued to offer some weekday courses during the year, and to maintain a viable preaching plan for Sunday services.

A number of outreach events took place during the year, including 4 performances by the Circuit Choir (The Maranatha Singers), and 2 presentations of the Easter Story, all designed to reach out to those outside the church community and to raise funds for good causes.

### **Risk Management**

The Circuit:

- discusses and regularly reviews areas of potential risk at meetings of the Circuit Staff/Stewards and Circuit Meeting.
- takes professional advice as and when required.
- follows procedures and guidelines issued by the Methodist Church to mitigate risks.
- adopts and implements the Methodist Church's robust safeguarding policies and procedures in the Circuit and the local churches.
- where appropriate, arranges insurance cover against identified risks

### **Income trends**

Circuit income is primarily drawn from the assessment paid by the circuit churches.

During the previous year, we applied for, and were successful in obtaining, grant funding from the District towards the cost of the Diaconal appointment, and in addition, we received rental from the Connexion for the Hartland manse. As neither of these factors were known when our budget for 2016/17 was set, they contributed to a surplus of income over expenditure, which enabled us to reduce the assessment for 2017/18.

During the year, the redundant Flexbury Park Chapel remained in the hands of the Circuit, while preparations were made for it to be sold. Since the accounting date, the Sunday School room which projects across the garden of the adjoining former manse has been sold to the owners of that property, and once the remainder of the chapel building has been physically separated from that section, the remainder of the site will be offered for sale by tender. Meanwhile, the Circuit has to cover ongoing costs, including the expensive insurance of this listed building.

As mentioned above, the Woodacott Chapel building has now vested in the Circuit, and has been incorporated in the accounts as professionally valued.

### **Expenditure trends**

Despite the annual increases in the level of the ministerial stipend and staff salaries, our expenditure on staffing costs fell during the year, mainly because of the death of Rev John Peak and the resignation of Mrs Debbie Dawber. This contributed to a fall of 8% in staff costs.

Approximately 14% of expenditure in the year is the Circuit contribution to the District and Connexion, of which a significant part is used to fund the work of the wider Methodist Church.

Expenditure on maintenance of manses was higher this year, partly because of the refitting of the bathroom at the Hartland Manse, where a wetroom has also been created from the downstairs cloakroom to make the property suitable for occupation by a minister on long-term sick leave. Much of the cost of the wetroom was covered by a grant from the Connexion. Repairs of a fairly minor nature were carried out at some of the other manses during the year.

### **Fund balances**

The overall increase in fund balances over the year was £40,894. This figure does, however, include capital receipts of £53,270, in respect of the value of the Woodacott Chapel building and the chapel's bank balances, and profits made on the sale of Ashwater Chapel and the North Road Manse totalling £22,033 (of which £18,107 was levied by the Connexional Priority Fund). Without these capital items, there would have been a deficit on the year of £16,302. Much of this is attributable to the cost of insuring the former Flexbury Chapel, and to a shortfall in the rental income from the Hartland Manse, which was unoccupied for most of the year.

Moreover, because the new manse in Bude cost significantly more than the sale proceeds of the manse in Holsworthy, the funds invested in manses were increased, and the funds held in liquid form were correspondingly reduced.

The General Fund balance at 31st August 2018 was £229,446, but this includes the carrying value of the two redundant chapels totalling £200,000.

The Model Trust Fund balance at 31st August 2018 was £15,275. However, since the accounting date, this has been enhanced by the sale proceeds of the Flexbury schoolroom, and it is expected to be further increased by sale of the remainder of the Flexbury site and the sale of Woodacott Chapel.

Designated Fund balances totalled £1,287,197, which includes the value of manses £1,264,444, the balance of £22,753 being monies set aside for repairs and other outgoings on manses, outreach work and removal costs on changes in stationing.

Restricted Funds totalled £13,576, mainly in respect of funds held for the maintenance of graveyards.

## **Plans for 2018/19**

Circuit financial plans for 2018/19 were prepared on the basis that there would be a reduction to only two full time ordained staff, and that additional lay staffing would be required to take on some of the work previously done by ministerial staff. However, the Circuit Meeting decided that the level of the Circuit Assessment should be maintained, so as to build up reserves, to help to meet increased costs in the future, if it is possible to return to three Ministers.

## **Reserves Policy**

This policy includes all funds held by the Circuit Meeting as Trustees.

Our Reserves Policy relates to our general (unrestricted) funds which are freely available to be used for any or all of the purposes of the Circuit. Other funds are also included for the sake of clarity and openness and to show that the Circuit has a policy for the management of all its money.

**Aims.** Our aims are twofold:-

To secure and sustain the Circuit's viability and future;

To give reassurance to the general public that the Circuit, which is a charity, intends to use all the money coming into its care for the purposes of the charity.

**Mission Policy.** The Circuit's Mission Policy is

- *'To know Christ and make Christ known.'*
- *Renewal, Growth and Unity in the Love of God through Jesus.*
- *Helping people to hear and respond to His call for their lives through the power of the Holy Spirit*

## **Financial Plans**

An annual budget is prepared, providing for anticipated costs for the coming year, and within which provision is also made for sums to be set aside in designated accounts to meet the regular cyclical costs, particularly in relation to manse repairs and to meet removal costs for incoming ministers.

Exceptionally, the Circuit may decide to operate a deficit budget.

The total amount to be raised under the budget is collected from the local churches through the Circuit Assessment. Various different bases for dividing the Assessment between the local churches are considered, and an appropriate basis is selected by the Circuit Meeting as Trustees.

Where exceptional expenditure has to be incurred, for example to meet major repairs to manses identified during Quinquennial Inspections, or to make improvements to manses, part of the cost may be provided from the Model Trust Fund (formerly the Circuit Advance Fund), on an ad hoc basis, as agreed by the Circuit Meeting.

Local chapels may apply for assistance (for example, with building improvements) from Circuit funds, including the Model Trust Fund, but such assistance will only be given if the expenditure is incurred to further mission.

Under Standing Orders, the Circuit must meet its financial obligations. To ensure that sufficient funding is available, it is our **Reserves Policy** that we should seek to maintain our reserves on Unrestricted Funds to represent at least three months' average expenditure.

Recognising the financial constraints which affect chapels within the Circuit, we will seek to progressively increase reserves by prudent financial management. Our annual budgets include an allocation to meet contingencies, and in those years when such contingencies do not absorb the whole of that amount, any unused balance will be retained to increase reserves. The Circuit will also accept any donations which may be offered towards increasing the Reserves.

**The Circuit Model Trust Fund**, which derives mainly from the sale of chapels and manses, was previously a restricted fund which could be used for a limited range of purposes. Its use was formerly restricted by an internal regulation of the Methodist Church, but it may now be used for any Methodist purpose, while standing orders remind circuits of the primary purposes of the fund.

It is our policy to use the Model Trust Fund primarily to fund exceptional expenditure on the purchase, maintenance and improvements of manses, and to make grants from the Fund to facilitate repair and improvement of chapels. However, in years when a deficit budget has been approved, funds may be drawn from the Model Trust Fund to meet any such deficit.

This Report and Accounts were approved by the Circuit Meeting on 17th June 2019 and signed on behalf of the Meeting by

.....  
Rev Robert Blackhall  
Superintendent Minister  
Date 17th June 2019

.....  
Roy M. Mackenzie, FCA  
Circuit Steward (Finance)



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

	General Fund (Unrestricted)	Circuit Model Trust (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total 2017-18
	£	£	£	£	£	£
<b>Income</b>						
1 Donations and legacies	220			1,331		1,551
2 Income from monetary investments	93	275	74	57		499
3 Income from investment properties	1,000					1,000
4 Assessments on Churches	227,075					227,075
5 Capital Receipts	53,270					53,270
6 Grants received	14,000		4,000	50		18,050
Insurance Claims			9,308			9,308
7 Other charitable income	170		2,218	159		2,547
<b>8 Total income</b>	<b>295,828</b>	<b>275</b>	<b>15,599</b>	<b>1,597</b>	<b>-</b>	<b>313,299</b>
<b>Expenditure</b>						
9 Grants and donations				1,305		1,305
10 Salaries and associated costs	134,112					134,112
11 Property maintenance	322		28,071	425		28,819
12 Connexional assessment & model trust levy	38,725	18,107				56,832
13 District Assessment & Levy		1,271				1,271
14 Depreciation	71					71
15 Office expenses	4,208		2,438			6,646
16 Other outgoings	43,867	102	21,331	126		65,426
<b>17 Total charitable expenditure</b>	<b>221,306</b>	<b>19,480</b>	<b>51,840</b>	<b>1,856</b>	<b>-</b>	<b>294,483</b>
18 Gains/(losses) on monetary investments		44				44
19 Gains/(losses) on investment properties			22,033			22,033
<b>20 Net income/(expenditure)</b>	<b>74,522</b>	<b>(19,162)</b>	<b>(14,208)</b>	<b>(259)</b>	<b>-</b>	<b>40,893</b>
21 Transfers between funds	(137,452)	(15,963)	153,415			0
22 Other gains/(losses)						
<b>23 Net movement in funds</b>	<b>(62,930)</b>	<b>(35,124)</b>	<b>139,207</b>	<b>(259)</b>	<b>-</b>	<b>40,893</b>
24 Total funds brought forward	292,396	50,849	1,147,991	13,835		1,505,071
<b>25 Total funds carried forward</b>	<b>229,466</b>	<b>15,725</b>	<b>1,287,198</b>	<b>13,576</b>	<b>-</b>	<b>1,545,965</b>

**Statement of Financial Activities (SOFA) for the year ended 31 August 2017**

	General Fund (Unrestricted)	Circuit Model Trust (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total 2016
	£	£	£	£	£	£
<b>Income</b>						
1 Donations and legacies				1,306		1,306
2 Income from monetary investments	176	387	49	54	8	674
3 Income from investment properties	10,833					10,833
4 Assessments on Churches	240,945					240,945
5 Capital Receipts	150,000					150,000
6 Grants received	16,000			50		16,050
7 Other charitable income	2,304	42,354	2,637	59		47,354
<b>8 Total income</b>	<b>420,258</b>	<b>42,741</b>	<b>2,686</b>	<b>1,469</b>	<b>8</b>	<b>467,162</b>
<b>Expenditure</b>						
9 Grants and donations		2,449		1,516		3,965
10 Salaries and associated costs	145,955					145,955
11 Property maintenance			6,207	350		6,557
12 Connexional assessment & model trust levy						
13 District Assessment & Levy	42,014	1,554				43,568
14 Depreciation	301					301
15 Office expenses	4,648		2,505			7,153
16 Other outgoings	41,797	124	18,168	113	2	60,204
<b>17 Total charitable expenditure</b>	<b>234,715</b>	<b>4,127</b>	<b>26,880</b>	<b>1,979</b>	<b>2</b>	<b>267,703</b>
18 Gains/(losses) on monetary investments		68				68
19 Gains/(losses) on investment properties						
<b>20 Net income/(expenditure)</b>	<b>185,543</b>	<b>38,682</b>	<b>(24,194)</b>	<b>(510)</b>	<b>6</b>	<b>199,527</b>
21 Transfers between funds	(29,004)		30,275		(1,271)	-
22 Other gains/(losses)						
<b>23 Net movement in funds</b>	<b>156,539</b>	<b>38,682</b>	<b>6,081</b>	<b>(510)</b>	<b>(1,265)</b>	<b>199,527</b>
24 Total funds brought forward	135,857	12,167	1,141,910	14,345	1,265	1,305,544
<b>25 Total funds carried forward</b>	<b>292,396</b>	<b>50,849</b>	<b>1,147,991</b>	<b>13,835</b>	<b>-</b>	<b>1,505,071</b>

**Balance Sheet as at 31 August 2018**

General Fund (Unrestricted)	Circuit Model Trusts (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2018	Totals 2017
£	£	£	£	£	£	£

**Fixed Assets**

Circuit Manses & Equipment	1,264,472				1,264,472	1,126,995
Investment properties (redundant Chapels)	200,000				200,000	250,000
Investments		1,071			1,071	1,027
<b>Total fixed assets</b>	<b>1,464,472</b>	<b>1,071</b>	<b>0</b>	<b>0</b>	<b>1,465,543</b>	<b>1,378,022</b>

**Current Assets**

Debtors	13,616		811		14,427	18,746
Loans by the Circuit					0	
Stock of "Together" Magazines					0	612
Investments with TMCP		14,654			14,654	49,822
Investments with Methodist Chapel Aid				386	386	384
Central Finance Board Deposits	18,552		13,753	13,169	45,475	63,250
Cash at Bank and in hand	40,773		8,890	95	49,758	50,035
<b>Total current assets</b>	<b>72,941</b>	<b>14,654</b>	<b>23,454</b>	<b>13,651</b>	<b>0</b>	<b>124,700</b>

**Current liabilities**

Creditors (due in under 1 year)	43,503		701	75	44,279	55,800
Grants payable within 2018-19					0	
<b>Total current liabilities</b>	<b>43,503</b>	<b>0</b>	<b>701</b>	<b>75</b>	<b>0</b>	<b>55,800</b>
<b>Net current assets/liabilities</b>	<b>29,438</b>	<b>14,654</b>	<b>22,753</b>	<b>13,576</b>	<b>0</b>	<b>127,049</b>

<b>Total assets less current liabilities</b>	<b>1,493,910</b>	<b>15,725</b>	<b>22,753</b>	<b>13,576</b>	<b>0</b>	<b>1,545,964</b>	<b>1,505,071</b>
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<b>Long term liabilities (due after more than one year)</b>							
Grants payable after 2018-19						0	
Loans to the Circuit						0	
						0	
<b>Net assets</b>	<b>1,493,910</b>	<b>15,725</b>	<b>22,753</b>	<b>13,576</b>	<b>0</b>	<b>1,545,964</b>	<b>1,505,071</b>

**Funds of the Circuit**

General Fund (Unrestricted) - Sundry	229,466					229,466	292,396
- Invested in Manses	1,264,444					1,264,444	1,126,896
- Total	1,493,910					1,493,910	1,419,292
Circuit Model Trust Fund (Unrestricted)		15,725				15,725	50,849
Designated Funds (Unrestricted)			22,753			22,753	21,095
<b>Total Unrestricted Funds</b>						1,532,388	1,491,236
Restricted Funds				13,576		13,576	13,835
Endowment Funds					0	0	
<b>Total Funds</b>	<b>1,493,910</b>	<b>15,725</b>	<b>22,753</b>	<b>13,576</b>	<b>0</b>	<b>1,545,964</b>	<b>1,505,071</b>

Signed

R.M. Mackenzie  
Circuit Treasurer  
17th June 2019

**NOTES TO THE ACCOUNTS, Year ended 31st August 2018****1. ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**Income**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

**Rent receivable and investment income**

Rent receivable in the financial statements is the amount of rent due to the charity for the financial period. Any income received in advance is included as deferred income.

Investment income from interest and dividends is shown in the accounts on a receivable basis.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure includes VAT as it is irrecoverable.

Grants payable are recognised as expenditure when the grant is approved by the Board of the Trustees and the decision has been communicated to the recipient.

**Tangible fixed assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Freehold Land and Buildings	- Nil
Fixtures and Fittings	- 25% of cost per annum straight line basis

All fixtures and fittings are included at historic cost and are reviewed for impairment at each balance sheet date.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Pension Schemes**

The Circuit contributes to the Methodist Church defined benefit scheme in respect of ministerial staff and a defined contribution scheme for certain lay staff, and contributions are charged in the accounts as they are paid.

**NOTES TO THE ACCOUNTS, Year ended 31st August 2018****Funds****Unrestricted**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The Circuit Model Trust Fund has wide purposes defined in Standing Orders and is categorised as unrestricted.

**Designated**

Designated funds are those unrestricted funds which have been set aside by the trustees for a particular purpose, but may be used for other purposes at the discretion of the trustees.

**Restricted**

Restricted funds are held for a specific purpose, as specified by the donor(s).

**Endowment**

Endowment funds are funds where the capital is held on a permanent basis, and only the income can be spent for the purposes of the charity. However, during the year ended 31st August 2017, the small balances held on endowment funds were transferred into general fund under the provisions of the Charities Act 2011 and the Releasing Funds for Mission initiative of the Methodist Church.

**Financial instruments**

The charity only enters into basic financial instruments that result in the recognition of financial assets and liabilities such as accounts receivable and payable, monies held in the bank, and investments.

**Debtors**

Debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any discounts due.

**Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

**Investment assets and unrealised gains**

Investment assets in the form of the Central Finance Board Managed Mixed Fund, are shown in the financial statements at fair value.

Unrealised gains on investment and other assets represent the difference between the fair value at the end of the year and:

- i) for investment and other assets held at the start of the year, the fair value at that date, or
- ii) for investment and other assets acquired in the year, the cost of acquisition.

Changes in fair value are recognised in the SoFA.

**GOING CONCERN**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**NOTES TO THE ACCOUNTS, Year ended 31st August 2018****2. DEBTORS AND PREPAYMENTS**

	31/08/2018	31/08/2017
Prepaid Stipends	£ 5,646	£ 9,804
Other Prepaid Expenses	£ 5,511	£ 7,112
Sundry Debtors	£ 3,270	£ 1,830
Total	£ 14,427	£ 18,746

**3. CREDITORS**

	31/08/2018	31/08/2017
Assessments Paid in Advance	£ 40,051	£ 51,034
Grant Approved for Chapel Repairs and Improvements	£ -	£ -
Other Creditors	£ 4,228	£ 4,766
Total	£ 44,279	£ 55,800

**4. PAYMENTS TO TRUSTEES**

(1) No payments were made to trustees for additional services provided to the Circuit by agreement with the Circuit Meeting, apart from Stipends and Salaries detailed below.

**(2) Trustee expenses reimbursed:**

	2017/18	2016/17
Total Amount Reimbursed	£ 16,372	£ 19,404
Number of Trustees	10	8

Expenses payments relate mainly to travel and other out of pocket expenses

**5 Fees Paid for Examination or Audit of Accounts.**

	2017/18	2016/17
Independent examiner's or auditors' fees for reporting on the accounts	£ -	£ -
Other fees (eg: advice, accountancy services) paid to the independent examiner or auditor	£ -	£ -

**6 Paid employees**

Staff Costs during the year were as follows:

	2017/18	2016/17
Gross Pay	£ 103,326	£113,461
Superannuation Contributions	£ 22,088	£ 23,562
Employer's National Insurance	£ 8,236	£ 8,731
Apprenticeship Levy	£ 462	£ 201
Total	£ 134,112	£145,955

The average number of employees was

6                      6.5

**7 Capital Commitments and Contingent Liabilities**

At the 31st August 2018 there are no capital commitments.

No Contingent liabilities were identified at 31st August 2018.

## Notes to the Accounts, Year ended 31st August 2018

## 8 Tangible Fixed Assets

**The Circuit owns 4 manses at:**

1, The Willows, Chilsworthy

The Manse, Fore Street, Hartland

Wistaria, 3 Killerton Road, Bude

24, Brook Drive, Bude (which was acquired during the year)

(The Manse, North Road, Holsworthy was sold during the year)

**Other Buildings** are redundant Chapels at:

**Flexbury Park Methodist Church**, which the Circuit Meeting has resolved to sell. Since the accounting date, part of the building has been sold to neighboring owners, and the remainder will be marketed during 2019.

**Woodacott Methodist Church**, which closed during the year. The process of marketing this property has been put in hand,

(Ashwater Methodist Church, which appeared in the previous year's Balance Sheet, was sold during the year.)

## Cost or valuation

	Residential Land £	Other Land £	Manses £	Other buildings £	Other fixed assets including motor vehicles £	Fixtures, fittings and equipment £	Total £
Balance brought forward			1,126,896	250,000	-	2,353	1,379,249
Additions			367,548	50,000	-	-	417,548
Revaluations (+/-)							-
Disposals (-)			(230,000)	(100,000)			(330,000)
Transfers * (+/-)							-
Balance carried forward	-	-	1,264,444	200,000	-	2,353	1,466,797

## Accumulated depreciation

\*Basis

Rate

		SL	SL		SL	
		0%	0%		25%	
Balance brought forward					2,254	2,254
Depreciation charge for year (-)					71	71
Revaluations (+/-)						0
Disposals (-)						0
Transfers* (+/-)						0
Balance carried forward	0	0	0	0	2,325	2,325

## Net book value

Brought forward	-	-	1,126,896	250,000	-	99	1,376,995
Carried forward	-	-	1,264,444	200,000	-	28	1,464,472

## Notes to the Accounts, Year ended 31st August 2018

## 10 Investment assets

(1) The Circuit has no investment properties

(2) Other Investments are:

225 Units, CFB Managed Mixed Fund - Value

2017/18	2016/17
£ 1,071	£ 1,027

## 11 Analysis of Funds

Year ended 31st August 2018:

Fund Name	Opening Balance	Incoming Resources	Resources Expended	Transfers	Closing Balance	Purpose of the Fund
Unrestricted Funds:						
General Fund	292,396	295,828	(221,306)	(137,452)	229,466	For any purpose of the Circuit
Circuit Model Trust Fund	50,849	319	(19,480)	(15,963)	15,725	
Designated Funds:						
Manses Property Fund	1,126,896	22,033		115,515	1,264,444	Capital Invested in Manses
Manses Fund	7,892	13,324	(43,891)	29,900	7,225	Manse Repairs and outgoings
Outreach Fund	10,867	86	(5,512)	7,000	12,441	Outreach
Removals Fund	1,049	7	-	1,000	2,056	Ministers' Removals
Together Magazine Fund	1,287	2,183	(2,438)		1,032	Circuit Magazine
Total Unrestricted Funds	1,491,236	333,780	(292,627)	-	1,532,389	
Restricted Funds:						
Benevolent Fund	1,231	5	-		1,236	Benevolent Grants
Graveyard Funds:					-	
Titson	5,049	31			5,080	Graveyard Mainten'ce
Lana	7,434	230	(425)		7,239	
'Encounter'	121	1,331	(1,431)		21	Charitable Fund
Total Restricted Funds	13,835	1,597	(1,856)	-	13,576	
Endowment Funds	-	-	-	-	-	
Total Funds	1,505,071	335,377	(294,483)	-	1,545,965	



## Notes to the Accounts, Year ended 31st August 2018

**Comparative Figures for Year ended 31st August 2017:**

Comparative Figures for Year ended 31st August 2021							
Fund Name		Opening Balance	Incoming Resources	Resources Expended	Transfers	Closing Balance	Purpose of the Fund
Unrestricted Funds:							
General Fund		135,857	420,258	(234,715)	(29,004)	292,396	For any purpose of the Circuit
Circuit Model Trust Fund		12,167	42,741	(4,059)		50,849	
Designated Funds:							
Manses Property Fund		1,126,896				1,126,896	Capital Invested in Manses
Manses Fund		3,899	176	(18,458)	22,275	7,892	Manse Repairs and outgoings
Outreach Fund		9,753	31	(5,917)	7,000	10,867	Outreach
Removals Fund		46	3	-	1,000	1,049	Ministers' Removals
Together Magazine Fund		1,316	2,476	(2,505)		1,287	Circuit Magazine
Total Unrestricted		1,289,934	465,685	(265,654)	1,271	1,491,236	
Restricted Funds:							
Benevolent Fund		1,774	6	(549)		1,231	Benevolent Grants
Graveyard Funds:						-	
Titson		5,020	29			5,049	Graveyard Mainten'ce
Lana		7,539	245	(350)		7,434	
'Encounter'		12	1,190	(1,081)		121	Charitable Fund
Total Restricted		14,345	1,470	(1,980)	-	13,835	
Endowment Funds		1,264	7	-	(1,271)	-	
Total Funds		1,305,543	467,162	(267,634)	-	1,505,071	

## BUDE AND HOLSWORTHY METHODIST CIRCUIT 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 Meeting

Signature of Treasurer

Date

17th June 2019

Name

Roy M. Mackenzie, FCA

Address

15 Elm Drive  
Bude  
Cornwall, EX23 8EZ

### Presentation to the Circuit Meeting for approval.

I confirm that the Accounts have been presented to the Circuit Meeting on 17 June 2019  
and were approved.

Signature of the Chair of  
the meeting

Name of the Chair of the  
meeting

Rev Robert Blackhall

Date

17th June 2019

## **Independent Examiner's Report to the Trustees of the Bude and Holsworthy Methodist Circuit**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> of August 2018 which are set out on pages 7 to 15.

### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants, which is one of the listed bodies in section 145 of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;  
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....

*D.N. Cox*

*F.C.A*

*Willow Ford,  
Marhamchurch,  
Bude  
EX23 0HJ*

*Date 22 June 2019*

**BUDE AND HOLSWORTHY METHODIST CIRCUIT**  
**Appendix: CIRCUIT MEETING MEMBERSHIP**

**MINISTERS**

Rev Martin Keenan - Superintendent (to 31/08/2018)  
 Rev Robert J. Blackhall - Acting Superintendent (from 01/09/2018)  
 Rev Neal H. Street  
 Rev John Peak (to 07/02/2018)  
 Deacon Debbie Marsh

**MINISTERS IN OTHER APPOINTMENTS**

**SUPERNUMERARY MINISTERS**

Rev James S. (Paddy) Kyle  
 Rev Joy C. Wilson

**LAYWORKERS**

Mrs Debbie Dawber (to 19/02/2018)  
 Mr Tim Stokes

**CIRCUIT STEWARDS**

Mrs Valerie Barber (to 31/08/2018)  
 Mr John Barrett  
 Mrs Sue Brooks  
 Mr David Harper (to 31/08/2018)  
 Mr Jonathan Hobbs  
 Mr Roy Mackenzie (Treasurer)  
 Mrs Cath Paddon  
 Mr Mark Shepherd  
 Mrs Christine Forster (from 10/12/2018)

**CIRCUIT LOCAL PREACHERS AND WORSHIP LEADERS REPRESENTATIVES**

Mr Courtney Drew  
 Mrs Muriel Hodges (to 25/03/2019)  
 Mr Barry Bryne (from 25/03/2019)

**CIRCUIT SAFEGUARDING CO-ORDINATORS**

Mrs Debbie Stokes (to 24/09/2018)  
 Mr Chris Smith (to 24/09/2018)  
 Mrs Debbie Whelan (from 24/09/2018)  
 Miss Amy Marsh (from 24/09/2018)

**CIRCUIT CHURCH REPRESENTATIVES**

Beacon Keith Cobbledick  
 Donald Harris

Bradworthy Ruth Dean  
 Clive Smale

Bridgerule Sheila Cholwill  
 Mark Shears

Buckhorn Sandra Stacey  
 Lorna Bowden

**CIRCUIT CHURCH REPRESENTATIVES (Continued)**

Bude Andrew Pitt  
 Sue Howard (to 11/03/2019)  
 Justin Riviere (to 11/03/2019)  
 Carol Short (from 11/03/2019)  
 Annette Cole (from 11/03/2019)

Chilsworthy David Heard  
 Karen Shepherd

Hartland Barbara Manley  
 Kath Wrigley

Holsworthy Celia Sanders (to 08/04/2018)  
 Hilary Vivian

Kilkhampston Reg Hambley  
 Mike Metherell

Launcells Gill Cole  
 Freda Hockin

Marhamchurch Elizabeth Bray  
 Mary Bromell

Morwenstow Stuart Ash (to 25/03/2019)  
 Valerie Tape  
 Jenny Vanstone (from 25/03/2019)

Poughill Claire Blewett  
 Christine Stalley

Poundstock Joyce Lee  
 Jennifer Spettigue

Stratton Keith Kennard  
 Valerie Hopper

North Tamerton Sue Griffin  
 James Daw

Whitstone John Mill  
 Mervyn Uglow

Woodacott Iris Fry (to 28/02/18)  
 June Vanstone (to 28/02/18)

Woodford Rose Heard  
 Nicola Hobbs

Woolsery David Bannister  
 Derek Lott