

**ELM RIDGE METHODIST CHURCH**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED**

**31 AUGUST 2020**

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**Charity Registration Number: 1126826**

# ELM RIDGE METHODIST CHURCH

## Independent Examiner's report to the Trustees of Elm Ridge Methodist Church

I report to the Trustees on my examination of the accounts of Elm Ridge Methodist Church (the Church) for the year ended 31 August 2020, which are set out on pages 2 to 7.

### *Responsibilities and basis of report*

As the Church'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 Church'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 Commissioner under section 145(5)(b) of the Act.

### *Independent examiner's statement*

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 accordance with section 130 of the Act; or
- (2) the accounts do not accord with the accounting records.

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.

Signed:

Name: Stephen Watson Gardner

Firm: King Hope

Relevant professional qualification or membership of  
Professional body (if any):

Institute of Chartered Accountants in  
England and Wales

Address: 31 Victoria Road  
Darlington  
DL1 5SB

Date: 28 May 2021

# ELM RIDGE METHODIST CHURCH

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

		General Fund (unrestricted)	Restricted Funds (see note 13)	Unrestricted Funds	TOTAL FUNDS	
	Note	£	£	£	2020 £	2019 £
<b>RECEIPTS</b>						
Offerings	1	64,975	-	-	64,975	66,053
Donations		6,522	-	-	6,522	9,406
Weddings & Funeral Fees (net)		-	-	-	-	380
Events (net)		-	-	-	-	1,564
Room Hire		13,198	-	-	13,198	16,083
Sundry Income	2	1,637	-	-	1,637	3,098
Sale of furniture		966	-	-	966	-
Interest		142	1,051	219	1,412	1,747
Dividends		-	3,900	-	3,900	4,384
Legacies		1,000	-	-	1,000	100
<b>TOTAL RECEIPTS</b>		<b>88,440</b>	<b>4,951</b>	<b>219</b>	<b>93,610</b>	<b>102,815</b>
<b>PAYMENTS</b>						
Circuit Assessment	14	74,408	-	-	74,408	46,258
Salaries	3	13,824	-	-	13,824	15,330
Donations	4	2,855	-	-	2,855	5,292
Premises Costs	5	41,722	-	-	41,722	30,113
Administration expenses	6	6,996	-	-	6,996	8,687
Other expenses	7	7,335	-	-	7,335	6,205
Management charges		-	568	51	619	693
<b>TOTAL PAYMENTS</b>		<b>147,140</b>	<b>568</b>	<b>51</b>	<b>147,759</b>	<b>112,578</b>
<b>NET RECEIPTS/(PAYMENTS)</b>						
<b>FOR THE YEAR</b>		<b>(58,700)</b>	<b>4,383</b>	<b>168</b>	<b>(54,149)</b>	<b>(9,763)</b>
Transfers between Funds		24,599	(24,383)	(216)	-	-
<b>NET MOVEMENT IN CASH FUNDS</b>		<b>(34,101)</b>	<b>(20,000)</b>	<b>(48)</b>	<b>(54,149)</b>	<b>(9,763)</b>
<b>TOTAL CASH FUNDS BROUGHT FORWARD</b>		<b>74,948</b>	<b>136,828</b>	<b>25,517</b>	<b>237,293</b>	<b>247,056</b>
<b>TOTAL CASH FUNDS CARRIED FORWARD</b>		<b>40,847</b>	<b>116,828</b>	<b>25,469</b>	<b>183,144</b>	<b>237,293</b>

# ELM RIDGE METHODIST CHURCH

## STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 AUGUST 2020

	Notes	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
<b>CHURCH CASH FUNDS</b>					
Trustees for Methodist Church Purposes	10b	25,469	116,828	142,297	162,297
Central Finance Board	12	4,100	-	4,100	36,497
Bank Accounts		36,741	-	36,741	38,484
Cash in Hand		6	-	6	15
<b>TOTAL CHURCH CASH FUNDS</b>		<u>66,316</u>	<u>116,828</u>	<u>183,144</u>	<u>237,293</u>
<b>OTHER ASSETS</b>					
Furniture and Equipment	9	81,870	-	81,870	31,517
Investments	10a	-	132,816	132,816	147,093
Debtors and prepayments	11	14,309	-	14,309	17,075
		<u>96,179</u>	<u>132,816</u>	<u>228,995</u>	<u>195,685</u>
<b>LIABILITIES</b>					
Creditors and accruals	14	2,080	-	2,080	23,175
		<u>2,080</u>	<u>-</u>	<u>2,080</u>	<u>23,175</u>

Approved by the Church Council and signed on its behalf by:-

  
.....  
Stephen Sutcliffe

  
.....  
Revd. Tim Boocock

Dated: 27/5/2021

The notes on pages 4 to 7 form part of these accounts.

# ELM RIDGE METHODIST CHURCH

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 AUGUST 2020

<b>1. OFFERINGS</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Services	11,888	18,616
Standing Orders/Gift Aid	37,195	34,208
Tax Refunds	14,326	11,029
Other	1,566	2,200
	<hr/>	<hr/>
	64,975	66,053
	<hr/>	<hr/>
<b>2. SUNDRY INCOME</b>		
Church Flat	480	1,073
Flat - council tax	-	(595)
Printing and copying	1,157	2,620
	<hr/>	<hr/>
	1,637	3,098
	<hr/>	<hr/>
<b>3. SALARIES</b>		
Secretary	7,660	7,444
Pension	467	518
Others	7,781	7,368
Coronavirus Job Retention Scheme	(2,084)	-
	<hr/>	<hr/>
	13,824	15,330
	<hr/>	<hr/>
The average number of persons employed was 2 (2019 - 2).		
<b>4. DONATIONS MADE</b>		
Connexional	575	1,470
Others	2,280	3,822
	<hr/>	<hr/>
	2,855	5,292
	<hr/>	<hr/>
<b>5. PREMISES COSTS</b>		
New cooker	-	3,120
Maintenance	28,261	14,585
Electric, Gas and Water	7,179	8,700
Insurance	6,282	3,708
	<hr/>	<hr/>
	41,722	30,113
	<hr/>	<hr/>

# ELM RIDGE METHODIST CHURCH

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

6. ADMINISTRATION EXPENSES	2020 £	2019 £
Office expenses	4,318	5,654
Telephone	794	1,179
Bank Charges	120	150
Independent examiners fees	1,764	1,704
	<hr/> 6,996	<hr/> 8,687
	<hr/>	<hr/>
7. OTHER EXPENSES		
Legal fees re use of flat	-	150
Garden Project expenditure	4,488	3,588
Garden Project income	(250)	(50)
Housekeeping	1,925	1,242
Books & Miscellaneous	1,172	1,275
	<hr/> 7,335	<hr/> 6,205
	<hr/>	<hr/>

### 8. TRUSTEE REMUNERATION AND EXPENSES

Salary costs includes £7,781 (2019: £7,368) paid to a trustee. This is for cleaning work and does not remunerate that person for duties as a trustee. The church flat was rented to a trustee at less than market value.

### 9. FURNITURE & EQUIPMENT

	Organ £	Antique Furniture £	Furniture & Equipment £	Total 2020 £	Total 2019 £
Written-down value brought forward 1.9.19	-	24,871	6,646	31,517	36,408
Additions for the year	-	-	-	-	3,120
Revaluation during the year	60,000	-	-	60,000	-
Written down value of disposals	-	(4,366)	-	(4,366)	
	<hr/> 60,000	<hr/> 20,505	<hr/> 6,646	<hr/> 87,151	<hr/> 39,528
Depreciation for the year	(3,000)	(1,231)	(1,050)	(5,281)	(8,011)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Written-down value carried forward 31.8.20	57,000	19,274	5,596	81,870	31,517
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Assets are depreciated by an agreed proportion of the purchase price each year.

# ELM RIDGE METHODIST CHURCH

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2020

The antique furniture was valued free of charge by Tennants of Leyburn in 2018. This valuation has been maintained as the basis of the written down value in the accounts.

The organ was revalued at £60,000 by Dr A.J. Henderson on 7 October 2019.

Several items of antique furniture were sold in September 2019 for £966.

#### 10. TRUSTEES FOR METHODIST CHURCH PURPOSES

This is an investment-receiving body within the Methodist Church. Funds held with them comprise:-

	Restricted Fund £	Unrestricted Fund £	Totals 2020 £	2019 £
a) Investments				
Managed Equity Fund units				
- valuation at 1.9.19	147,093	-	147,093	149,377
- decrease in valuation over the year	(14,277)	-	(14,277)	(2,284)
	<hr/>	<hr/>	<hr/>	<hr/>
- valuation at 31.8.20	132,816	-	132,816	147,093
b) Cash Deposits				
Trustees Interest Fund	116,828	25,469	142,297	162,297
	<hr/>	<hr/>	<hr/>	<hr/>
	249,644	25,469	275,113	309,390
	<hr/>	<hr/>	<hr/>	<hr/>

#### 11. DEBTORS AND PREPAYMENTS

In addition to the sums shown, certain receipts from 6 April 2020 to 31 August 2020 will be subject to a future gift aid claim.

#### 12. CENTRAL FINANCE BOARD CASH DEPOSITS

	2020 £	2019 £
General Fund	4,100	36,448
Unrestricted Funds	-	49
	<hr/>	<hr/>
	4,100	36,497
	<hr/>	<hr/>

# ELM RIDGE METHODIST CHURCH

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

### 13. ANALYSIS OF RESTRICTED FUNDS

	Restricted Fund £	Totals 2020 £	2019 £
<b>Incoming Cash Resources</b>			
Interest	1,051	1,051	1,420
Dividends	3,900	3,900	4,384
	<hr/>	<hr/>	<hr/>
<b>Total Incoming Cash Resources</b>	<b>4,951</b>	<b>4,951</b>	<b>5,804</b>
	<hr/>	<hr/>	<hr/>
<b>Cash Resources Use</b>			
Management Charges	568	568	642
	<hr/>	<hr/>	<hr/>
<b>Total Cash Resources Used</b>	<b>568</b>	<b>568</b>	<b>642</b>
	<hr/>	<hr/>	<hr/>
<b>Net Incoming Cash Resources</b>	<b>4,383</b>	<b>4,383</b>	<b>5,162</b>
Transfers to General Fund	(24,383)	(24,383)	(40,162)
Decrease/Increase in valuation of investments	(14,277)	(14,277)	(2,284)
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>(34,277)</b>	<b>(34,277)</b>	<b>(35,284)</b>
Funds brought forward	283,921	283,921	321,205
	<hr/>	<hr/>	<hr/>
<b>Funds carried forward</b>	<b>249,644</b>	<b>249,644</b>	<b>283,921</b>
	<hr/>	<hr/>	<hr/>

The carried forward Fund value is represented by:-

	2020 £	2019 £
Cash Deposits	116,828	136,828
Investments	132,816	147,093
	<hr/>	<hr/>
	<b>249,644</b>	<b>283,921</b>
	<hr/>	<hr/>

### 14. CREDITORS AND ACCRUALS

Last year, creditors and accruals included £15,648 which related to the 2018/19 third quarter circuit assessment that was not collected until 26 September 2019.



# **Elm Ridge Methodist Church, Darlington**

Registered Charity No: 1126826

Tel: 01325 282491 | Email: [office@elmridgemethodist.co.uk](mailto:office@elmridgemethodist.co.uk) | [www.elmridgemethodist.org.uk](http://www.elmridgemethodist.org.uk)

Trustees Annual Report and Accounts – year ended August 31<sup>st</sup> 2020

Accountants: King Hope Chartered Accountants, 31 Victoria Road, Darlington.

## **Public Benefit:**

Elm Ridge Methodist Church provides a seven day a week Christian ministry to the West Darlington neighbourhood. Regular services of worship are at the heart of our mission, and supported by prayer meetings, Home Fellowship groups and pastoral care to members and adherents.

The premises are used extensively for a wide range of activities for all ages and are open to the whole community. The premises are also used by external organisations such as Slimming World, Weight Watchers, the local PACT group, the National Childbirth Trust, Probus, several art and embroidery groups, the Richardson Singers, Parkinsons UK, Lung Cancer Support group, baby singing group and an aerobics group. We welcome any organisation provided they do not detract from the Christian ethos of the church. Two weekly Coffee Drop-In sessions are open to the public and help build relationships with our local community.

The trustees believe they have had due regard to the Charity Commission guidance on public benefit.

## **Activities:**

Our ability to hold worship services and host other support and social activities was obviously affected by the Covid19 pandemic in the second half of the year. The premises were closed to the public and staff worked from home from the end of March 2020 according to government restrictions. Sunday worship services restarted in August 2020 with the necessary social distancing guidelines, and some Uniformed Organisations were able to meet outdoors.

During the lockdown, Elm Ridge church collaborated with the wider Darlington Methodist Circuit to provide pre-recorded services on YouTube and Facebook which attracted 150-200 viewings. Every member of the Church is allocated a Pastoral Visitor who kept in regular contact with members and friends during lockdown, and in some cases provided practical help with shopping and collecting medicines. A newsletter was produced weekly and circulated to all members either by email or post and the pastoral support was much appreciated.

Under normal circumstances, a full range of uniformed groups – Rainbows, Beavers, Brownies, Cubs, Guides, Scouts and Rangers – for children and young people aged 5-24 normally meet regularly during the week, and we encourage social events involving families. Most of the uniformed groups have a waiting list.

Elm Ridge Church supports retired/elderly people by providing several groups for friendship, support, fellowship and instruction which meet weekly, fortnightly or monthly. A monthly lunch club, held in conjunction with Age UK, where all are welcome provides another opportunity to meet together. In addition, there are home study groups (or House Groups) for all members of the Church.

Our Sunday services are normally held weekly at 10:30am and monthly at 6pm and we hold Parade Services for the children belonging to the uniformed organisations to be present on appropriate Sundays of the year. We have joint services with All Saints Parish Church once or twice a year alternately at each church.

## **Structures:**

Elm Ridge Church is part of Darlington Methodist Circuit, which includes 8 Methodist Churches in the Darlington area. It is governed by a Church Council (membership listed) meeting at least three times per year, plus an AGM at which all 141 (at August 2020 figure) church members are eligible to attend. Representatives of the Church Council attend the Circuit Meeting which convenes at least three times a year.

Detailed work on property and finance is delegated to a Finance Committee which reports to the Church Council. The leadership of the Church is through the Stewards' meeting which reports directly to the Church Council.

### Trustees of the Registered Charity between September 2019 and August 2020

<b>Position</b>	<b>Name</b>	<b>Date appointed</b>
<b>Circuit Minister</b>	Rev. Solomon Joseph	Sept 2018
<b><i>Members of the Church Council and Trustees by virtue of their specific role in the Church organisation</i></b>		
<b>Church Council Secretary</b>	Angela Gibson (until October 2019)	March 2018
<b>Church Stewards</b>	Mary Everitt*	May 2016
	Tony Allen	May 2015
	Julie Watson**	May 2015
	Brian White (To Jan 2020)*	May 2015
	Ann Haley	July 2014
<b>Church Treasurer</b>	Stephen Sutcliffe*	2009
<b>Pastoral Committee Secretary</b>	Sue Colley (to May 2019)	2013
<b><i>Representatives appointed to cover Church life: appointed by the General Church Meeting.</i></b>		
<b>Property Committee</b>	Ann Haley – Chair	2014
	Ian Souter – Secretary	1999
<b>Finance Committee</b>	David Harris – Chair	2002
	David Hall - Secretary*	2003
<b>Safeguarding</b>	Sally Sutcliffe	April 2018
	Val Johnson	April 2018
<b>Uniformed Organisations</b>	Holly Turner**	2015
<b>Methodist Homes</b>	Josanne Hall	2005
<b><i>Representatives elected by the General Church Meeting</i></b>		
	Jean Sharp (to May 2019)	2010
	Linda Gallop	2011
	Jo Cundick	2015
	Angela Gibson	2018
	Peter Gallop	2013
	Rosalind Hollis	2015
	John Wearmouth	2015
	Malcolm Cundick	2015
	Richard McElheran*	2016
	Margaret McElheran	2016
	Sara Layfield-Carrol	2016
	Victoria Pelling	2017
	Susanne Davison	2018
	Ali Dinsdale*	2018
<b>Circuit Representative</b>	Margaret Garrett	2016

\* Representatives to the Circuit Meeting

\*\* Non-voting members of the Church Council / not registered Trustees

The composition of the Church Council and method of appointment is determined by Standing Orders relating to the Governance of the Methodist Church in Great Britain <https://www.methodist.org.uk/media/9157/conf-2018-cpd-vol-2.pdf> page 520. All members are expected to be trustees of the charity unless they specifically decline to do so.

**Safeguarding Officers:**

Sally Sutcliffe (registered as a Trustee) and Val Johnson (not a Trustee).

**Performance/achievements over the last year:**

Subject to covid19 restrictions we have continued to host weekly worship services on Sunday mornings, and shared evening services with other Methodist churches in Darlington, and during the week, various groups meet regularly for Bible study, fellowship and prayer. The Church Prayer Group which has met for many years, continued to do so each Tuesday morning to pray for the Church family, the wider community and national and international issues. The Worship Group of musicians and singers often lead our services. All of our Church services are open to any member of the public.

Meetings of Trustees and the various church management committees were held on-line.

A full programme of activities means that the recruitment and training of new volunteers, including their DBS clearance and safeguarding training is vital and on-going.

For our Harvest Festival, we hosted visitors from Compassion UK, an organisation who promote the health and education of children worldwide and £600 was raised for their efforts. Christmas collections raised £204 to NCH Action for Children, and a total of £508 was raised for Christian Aid. Other events through the year also raised funds for Methodist Homes, CRY (Cardiac Risk to the Young) other local and national charities. The church supports fair trade through one of our members hosting a Traidcraft stall and using its products when it can.

We put on 'Journey to Bethlehem', a dramatic telling of the nativity story by church and circuit members, making use of our premises and grounds, over three nights in the week before Christmas. This was very much appreciated by the 450 visitors we hosted, and enjoyed by all who came and also took part. We hope to repeat this in a future year.

Women's Fellowship and Men's Fellowship continued to meet as permitted for our members and friends, as did our toddler group Tiddlywinks.

Our annual Garden Party is a major event for the church, but sadly had to be cancelled this year. A group has been established to develop the extensive grounds around the property, and this has been able to continue during lockdown. During the year we extended the patio area to provide a wider area for children and adults to use, and also refreshed a Prayer Trail through the wooded areas around the perimeter.

At the end of the year we said farewell to our Minister, Rev Solomon Joseph, who returned to India and retirement. We welcome his successor to pastoral charge of our church and superintendent minister, Rev Tim Boocock who joins us from Leeds.

**Aims and objectives for the coming year:**

1. To provide varied, relevant and inclusive worship, as covid19 restrictions allow.
2. To offer good quality pastoral care to our members and friends
3. To lead people to faith in Christ and nurture and encourage them as disciples of Jesus.
4. To continue to give active support to the wider Methodist Circuit, especially in terms of offering whole-hearted support to working with the other churches to deepen our faith and knowledge of Christianity, taken an active interest in the mission of the Darlington Methodist District and the wider Methodist Connexion.
5. To explore opportunities for ecumenical relationships in the context of the Anglican/Methodist Covenant and other initiatives, including supporting 'Churches Together in Darlington'.
6. To support voluntary and charitable work around the UK and beyond.
7. To continue our programme to identify and train new leaders for several groups, including workers with children and young people
8. To seek appropriate ways to include our local community in the life of the Church and for the Church to build mutually beneficial relationships with the people with whom we come into contact

9. To look at options for the sustainable future of Elm Ridge Church centred on a balanced budget and maximising the use of the buildings and grounds

**Safeguarding Policy:**

The Safeguarding Policy is updated regularly in line with Methodist policy guidance. The policy is displayed in all buildings and copies provided for all groups using our premises. Posters advising on safeguarding matters and giving helpline details are displayed on notice boards and lavatories. Safeguarding training has been offered during the year at basic and advanced levels to those people that have responsibilities involving children's activities or adults who may be vulnerable. Where required, individuals are also DBS checked at the interval and level advised by Methodist Church Safer Recruitment and Safeguarding Policy.

The Safeguarding Officers are not aware of any incidents of safeguarding concern arising within the year.

**Risk Assessment, Property and Health & Safety:**

Risk assessments have continued throughout the year; specifically relating to the capability of the building to host activities under covid19 restrictions.

The quinquennial property inspection was carried out in February 2020 and only minor defects were noted: most of these have been addressed and a plan exists to complete the other actions. The site contains a number of mature trees which have required attention throughout the year, and some major roof repairs have had to be carried out. A programme of work was completed to remove or seal asbestos-containing material as a result of an earlier survey.

Documents regarding the financial risk of Trusteeship are made available to new Trustees when appointed.

Our Property Committee and Finance Committee regularly review the risks connected to their areas of work and report to the Church Council appropriately. The Risk register was updated during the year and sums of money allocated from reserves to deal with possible future issues relating to the roof, drainage and trees.

**Finance Review for the 12 months ending August 31<sup>st</sup> 2020:**

The Church accounts record an operating deficit in cash flow terms of £54,149 for the year, which was able to be funded from reserves.

A payment to Darlington Methodist Circuit (£15.6K) was brought forward from 2018/9, and unbudgeted expenditure on the property (£23.4K) means the underlying deficit was £15.1K, against a budget deficit of £24.8K.

The Church was able to benefit from the CJRS to the value of £2,084.

The Reserves and Investment Policies were updated and approved by Managing Trustees.

The Church's investments (other than cash) are held with the Trustees for Methodist Church Purposes.

Signed:.....

Date:.....27/5/21