

High Street Methodist Church

Witney

**ANNUAL REPORT**

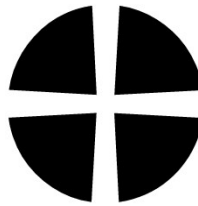
**Year Ended 31<sup>st</sup> August 2020**



## **MISSION STATEMENT FOR HIGH STREET METHODIST CHURCH**

Jesus Christ who brings us to the Father, in the power of the Holy Spirit is the foundation of our life together.

High Street Methodist Church aims to be a church, which is bringing Christ to our community and our community to Christ. We want to be dedicated to the Lord Jesus Christ, devoted to each other, determined to serve our local community and to support our fellow Christians.



Dear Church,

It's an odd thing to be writing an annual report when for the majority of the year our 'normal' business has not been happening. As such this annual report will be a shorter version than we are used to. However, I hope that within the report you will be able to see green shoots of growth as we continue to be led by the Holy Spirit and be the church that Christ calls us to be.

Our biggest challenge this year has of course been pastoral, but the pastoral team deserve our deepest thanks for the work they have been doing to ensure we remain a body that cares. Of course, pastoral care is not just the work of the minister or pastoral visitors, for pastoral care is the responsibility for the whole body of Christ in the commandment to love one another. I mention this as in addition to the thanks due to the pastoral team, that same congratulations should be extended to each and every one of you who has demonstrated love this past year.

Of course, there are far too many to thank in such a short space, but particular thanks should be given to Jane Davies (prayers), Rev Hilary Ewing (reflections), David Limmer (Senior steward) Anne and Keith Crawford (pastoral and property), the stewards, leadership team and to Richard Lock, Ian Prince, Guy James and Mike Buckle for the amazing work they have done each week in producing our worship services. I would also like to thank Ann-Marie for her continued work through lockdown to keep us organised, with a special mention for her work drawing together and organising our weekly service sheets, prayers and reflections to those not online.

Strategically one of our biggest challenges this year has been the unknown. Plans have had to be written, edited and ultimately discarded in the constant shift of circumstance. I expect that this challenge is not one that is going to go away in the near future. We can either bemoan this challenge and be frustrated by it, or we can choose to see it as a blessing and an opportunity. The wind blows where it wills. One of the opportunities we must meet in the coming years is an ability to adapt and to ensure that we are relevant to the world outside of us, whilst remaining true to our identity in Christ and the teachings given to us in the bible. As we draw an end to a turbulent 12 months, let us recognise and give thanks for the silver lining that God has once again demonstrated to us that we already have this ability to adapt and overcome. Let us allow the Holy Spirit to continue to be our guide in these months ahead, and we passionately renew our commitment to loving God, loving each other, and loving our neighbours.

Blessings

Jason

(Rev Jason Cooke)

## Covid-19 and Lockdown

In March 2020 the church was required to close in response to the Coronavirus pandemic. The shutdown not only limited worship in the past year but also greatly reduced rental income and has closed the coffee bar.

The church has, however, maintained its pastoral work, albeit mostly by phone, and found other ways of bringing worship to the congregation, and further afield, through Youtube videos, weekly prayer emails and service sheets delivered to those who do not have access to email. A great deal of thanks needs to go to all of those who have given time and effort to make all of this happen.

The period has, however, also given the church time to develop other sides to its work. A new website, social media presence on Instagram and Facebook and the Youtube channel have all been developed during this time. Alongside this has been the need to think about the church branding and how the church is seen in all these new spaces. Again we give thanks to those who have worked on this.

## Church Life

### Membership

Four people have transferred their membership to High Street; two have become members of High Street; ten members have transferred to other churches or ceased to meet; eleven members have sadly died. Total Membership is now 182.

### Pastoral Worker and Pastoral Visitors

2020-2021 has been a difficult year with pastoral care largely being carried out via telephone, email and door-step visits where appropriate.

Our grateful thanks and appreciation for the diligence of the Pastoral Visitors Team who have kept in touch regularly with those on their lists.

Online communication has been a wonderful help but hard copies of church notices and summaries of Sunday YouTube services have been delivered to 30 members every week who don't have access to the technology.

### Prayer

An email chain for requests for prayer and telephone messages for those who do not receive emails. This has proved to be an invaluable means of communication during the Covid restrictions of the past year and gives important communication of comfort and healing. Other prayer opportunities have happened over zoom or email to maintain this important part of the church's life.

### Church Leadership

As mentioned in my opening remarks, I want to thank all those that have contributed to leadership team for the work and guidance this year. I think as a team we have learned a lot, and we have had our difficulties; an away day that didn't really get off the ground, numerous plans written only to be outdated within a few days, opportunities sought only to come to nothing, etc. Despite all the challenges the team has met often with great frequency and do so with cheer and delight in serving the church.

When I came to Witney one of the first changes, I made was to instruct the leadership team to focus on the vision of the church. One of the things the team has achieved this year is to get a good balance between work that needs to be done operationally, whilst still maintaining an eye on its purpose. The beginning of this year saw the leadership team focussing on two aspects of church life: discipleship and worship. Over the next 6 months or so these plans will be slowly implemented, and we can look forward to sharing in the fruit of this work.

I hope you spotted the reminder above that the leadership team serves the church and for me one of the greatest models of leadership is seen in Jesus washing the disciples' feet. The leadership team is not an elite group that seek to gain power, instead we are servants who wish to help guide this church into a vibrant and fruitful future. If you ever wish to bring anything to the leadership team then please do speak to any of the team for we are all one body.

### Worship

When Covid 19 closed the church we were forced to work out the best alternative to maintain worship. The decision to go to recorded Youtube services has been greatly supported by our singers recording music, the team doing the sound and video editing and the preachers and

others who have taken time to record their elements so that it can be put together. The Youtube services have both enable High Street to continue worshipping but have also been available and seen regularly by people across the country.

Limited Sunday worship was possible in the autumn and then again from mid May alongside some midweek groups meeting in the garden.

### **Children and Young People**

Over the past year Junior Church has continued to meet every Sunday, not in person, but virtually using Zoom, led by Debbie, Janet, Linda and Helen. We have been meeting at 11.30am with 7 children joining regularly with mums and dads taking part too.

Our work with children and young people has been supported by a lay worker employed by the circuit. During the last year this has largely been through social media with Facebook, Instagram and Youtube offering differing ways of keeping in contact with families.

### **Breathe and Christmas Experience**

Breathe was the name given to the prayer stations that we opened last summer as a space to reflect on the first lockdown. The church was completely removed of chairs and the church was transformed into a space with four prayer stations and a pool of remembrance. Each 'station' had a different theme but with the common thread of breath. This included Creation, #I can't breathe, Covid-19 and the breath of new creation at Pentecost. In the middle the dais was transformed into a pool of remembrance which allowed people to remember loss during the pandemic.

We opened again at Christmas with the Christmas Experience. The layout was the same, but this time we focused on the Christmas story; the prophets, Mary, Shepherds, Kings and then in the centre the manger under the star amongst rubbish, signifying Christ being born into the messiness of our lives. Thanks to the help of Rupert Welply we were also able to add lighting which greatly enhanced the experience. We were pleased to welcome visitors from outside the church and many left prayers on our tree. Witney Town Band also came and played Christmas carols (thanks to Helen James) outside which did much to attract passers-by. On another occasion we were able to carol sing outside which was enjoyed as much by those singing as well as those passing by.

### **Christmas Shoeboxes**

We were able to continue to organise the collection, checking and packing of shoeboxes to be transported to countries like Romania, Belarus and Bosnia where some of the children are living in desperate circumstances. The boxes are filled with toys, toiletries, writing materials, games and sweets to delight the children, most of whom have no possessions at all.

The team tries to involve as many people from our community as possible in this activity and promote a warm and friendly atmosphere in which to check the boxes. 1286 boxes were checked before they were collected by Teams4U to transport and distribute where needed.

## Church Premises

During the past twelve months, activities on our premises have been severely curtailed by the Covid restrictions and our paid premises staff have been placed on furlough.

Work has been done to make the premises Covid-secure for the few community users that remained throughout – Volunteer Link-Up and Witney Community Fridge – and for other organisations (mostly youth/educational) that were allowed by the rules to return for a period of time.

We have also taken advantage of the break to carry out the next stage of our refurbishment project - the downstairs toilets. Messrs Hill and Haines have done a very pleasing job, for much less than the price that was originally quoted by others for a somewhat different specification. We have taken the opportunity to fit automatic energy-saving lights and dual-flush cisterns to boost our green credentials, and the former exclusively children's toilet has been altered to make it more widely useful.

Harrisons have also returned to replace the final two (of five) air reservoirs in the organ – a major feat of handling requiring 5 men, as the reservoirs are cumbersome and in a difficult position. This completes this project (entirely funded by a separate appeal). We intend to hold a recital to celebrate this achievement as soon as possible.

## Staff and Volunteers

The operations of the Church are only possible with the support of our small paid staff and the around 175 volunteers who put in many hours across the year.

## Safeguarding

Safeguarding is an important aspect of our church life. It is essential that policies and procedures are in place to ensure that everybody in the church and those that use our premises are kept safe from any sort of harm and to prevent, as far as possible, incidents from arising and, if they do, to ensure that they are efficiently and appropriately dealt with.

The following is taken from High Street's safeguarding policy:

'High Street Methodist Church strives to ensure that its safeguarding policy...are brought to the attention of everyone and applied to everyone...This is not the same as treating each person as though they were under suspicion. It is more a matter of taking sensible measures to protect children, young people and vulnerable adults, and recognising that it is the responsibility of us all.

A robust safeguarding policy, if followed, also serves to protect those who work with children, young people and vulnerable adults who may inadvertently place themselves in a vulnerable position...Malicious accusations can also wreck the lives of those against whom they are directed.

'We are concerned with the wholeness of each individual within God's purpose for their lives, the life of the community and the life of the world. We seek to safeguard all members of this church community, irrespective of whether they are Church members, adherents or visitors, and irrespective of their age.

'We are committed to:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults who may be vulnerable
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.'
- The safeguarding reference group is made up of the minister, centre manager, senior steward, safeguarding officer, minister's PA, a church member involved with children and families, a Newland representative, the pastoral secretary and a property representative. When a health and safety officer is appointed, they will also attend.

With the building closed it is tempting to suppose that there were no potential safeguarding risks. However, some meetings, social interaction etc moved online and operated on various platforms which brings its own potential risks. Recognising this, the West Oxfordshire Circuit ratified a Circuit Website and Social Media Safeguarding Policy to ensure and give guidance as to best practice

Ruth Lapworth - Safeguarding Officer



# Treasurer's Report

## Summary

The accounts of the church have been prepared and are presented as required by the Charities Commission. These present the full picture of the activities of the church and combine both the normal church operation and the funds for the building projects.

The accounts show an overall deficit of £16,717 (2019: surplus of £6,287) with unrestricted funds showing a deficit of £21,814 (2019: surplus of £7,542) and restricted funds (mainly the organ fund showing a surplus of £5,097 (2019: deficit of £1,255).

The shutting of the church in March 2020 because of Covid has obviously had a significant impact on the year's figures. Lettings are up by 40%. However, regular giving (offerings and tax credits) and donations have held up and are the same as the prior year. Whilst many costs are fixed, e.g. circuit assessment, we were able to reduce costs by 13% with staff furloughed and general costs in the church minimised. The situation was helped by a £10,000 rate relief grant.

Overall church funds have decreased significantly over last year with the amount in unrestricted funds at £33,905 (2019: £56,473) which represents 16% of our reduced expenditure and 14% of normal expenditure (2019: 23%). This is very low and our focus is now on ensuring we have enough cash over the coming months.

The restricted funds of £22,302 are primarily the funds raised to support the work needed on the organ.

## Reserve Policy for High Street Methodist Church for the year end 31st August 2020

In 2007 Church Council agreed a Fund target of six months average expenditure (approx £119k in a normal year). With the impact of Covid shutting our building we are, significantly below this level and are currently more concerned with controlling cash on a day to day basis. When we are able to get back to normal running we will need to review both our policy and implement plans to rebuild reserves over the coming years.

## Policy for Restricted Funds

We have identified restricted funds relating to the Organ Fund, The Benevolent Fund, The Cream Tea Fund and the Shoe Boxes. Monies held relating to these funds totalled £22,302 at the 31<sup>st</sup> August 2020. The monies are held within the general church funds but identified separately within the monthly accounts reporting with income and expenditure allocated accordingly and the outstanding value protected.

*Ian Prince, ACMA Treasurer*



**Church  
Accruals Accounts  
2019-2020**

**THE METHODIST CHURCH  
REPORT AND ACCOUNTS  
(ACCRUALS BASIS)  
for the year ended 31 August 2020**

**High Street Methodist Church, Witney**

**Church**

Registered Charity - Registration number (if applicable)

**1129034**

Witney & Faringdon	Circuit No	<b>2303</b>
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**Minister**

Rev Jason Cooke

**Church Stewards**

David Limmer

Brenda Edwards

Jane Heath

Tina Limmer

Harry Eaglestone

Rosie Jones

**Church Treasurer**

Ian Prince

## Statement of Financial Activities (SOFA) for the year ended 31 August 2020

# Section A Statement of financial activities

Recommended categories by activity	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
<b>Incoming resources (Note 3)</b>					
Income and endowments from:					
Donations and legacies	104,891	93,354	-	198,245	130,030
Other trading activities	74,574	-	-	74,574	127,507
Investments	373	-	-	373	214
Other	4,984	-	-	4,984	6,007
<b>Total</b>	<b>184,822</b>	<b>93,354</b>	<b>-</b>	<b>278,176</b>	<b>263,758</b>
<b>Resources expended (Note 5)</b>					
Expenditure on:					
Church Activities	156,095	250	-	156,345	174,532
Property	37,868	87,493	-	125,361	64,014
Other	12,673	514	-	13,187	18,925
	-	-	-	-	-
<b>Total</b>	<b>206,636</b>	<b>88,257</b>	<b>-</b>	<b>294,893</b>	<b>257,471</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>	<b>- 21,814</b>	<b>5,097</b>	<b>-</b>	<b>- 16,717</b>	<b>6,287</b>
Net gains/(losses) on investments	-	-	-	-	-
<b>Net income/(expenditure)</b>	<b>- 21,814</b>	<b>5,097</b>	<b>-</b>	<b>- 16,717</b>	<b>6,287</b>
<b>Extraordinary items</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers between funds</b>	<b>- 754</b>	<b>754</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other recognised gains/(losses):</b>					
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<b>Net movement in funds</b>	<b>- 22,568</b>	<b>5,851</b>	<b>-</b>	<b>- 16,717</b>	<b>6,287</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	56,473	16,451	-	72,924	66,637
<b>Total funds carried forward</b>	<b>33,905</b>	<b>22,302</b>	<b>-</b>	<b>56,207</b>	<b>72,924</b>

Balance Sheet as at 31 August 2020

## Section B Balance sheet

	Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Tangible assets (Note 8)	B02	1,509	-	-	1,509	2,304
<b>Total fixed assets</b>	B05	1,509	-	-	1,509	2,304
<b>Current assets</b>						
Debtors (Note 9)	B07	1,270	-	-	1,270	4,138
Cash at bank and in hand (Note 10)	B09	34,338	22,302	-	56,640	71,242
<b>Total current assets</b>	B10	35,608	22,302	-	57,910	75,380
<b>Creditors: amounts falling due within one year</b> (Note 11)	B11	3,212	-	-	3,212	4,760
<b>Net current assets/(liabilities)</b>	B12	32,396	22,302	-	54,698	70,620
<b>Total assets less current liabilities</b>	B13	33,905	22,302	-	56,207	72,924
<b>Creditors: amounts falling due after one year</b> (Note 11)	B14	-	-	-	-	-
<b>Provisions for liabilities</b>	B15	-	-	-	-	-
<b>Total net assets or liabilities</b>	B16	33,905	22,302	-	56,207	72,924
<b>Funds of the Charity</b>						
Endowment funds	B17	-	-	-	-	-
Restricted income funds	B18		22,302		22,302	16,451
Unrestricted funds	B19	33,905		-	33,905	56,473
Revaluation reserve	B20				-	-
<b>Total funds</b>	B21	33,905	22,302	-	56,207	72,924

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Rev Jason Cooke	03/04/2021
	Ian Prince	03/04/2021



Signed by Jason Follow

Balance Sheet as at 31 August 2020

## Section B Balance sheet

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<b>Provisions for liabilities</b>	B15	-	-	-	-	-
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<b>Funds of the Charity</b>						
Endowment funds	B17	-	-	-	-	-
Restricted income funds	B18	-	22,302	-	22,302	16,451
Unrestricted funds	B19	33,905	-	-	33,905	56,473
Revaluation reserve	B20	-	-	-	-	-
<b>Total funds</b>	B21	33,905	22,302	-	56,207	72,924

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Rev Jason Cooke	03/04/2021
	Ian Prince	03/04/2021

**Section C****Notes to the accounts****1. Basis of accounting**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – the Charities SORP (FRSSE) – in replacement for the SORP's 2005 version specified in its related 2008 Regulations and in accordance with the 'true and fair override' provision contained therein."

**2. Funds**

The funds held constitute: General Funds held for any purpose of the Church which are Unrestricted. Restricted funds which are held for a narrower purpose including those for internal organisations. There are also the following Endowment funds as listed. Details of each material fund are disclosed in note 16. Any funds may be represented by more than just cash.

**3. Accounting policies****Basis**

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year, on the accruals basis to show a true and fair view of the Church's financial position and activities.

**Income**

Income is included in the Statement of Financial Activities (SOFA) when the Church becomes entitled to the resources, and the trustees are reasonably certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

**Expenditure**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Church to pay out resources.

**Grants**

Grants made by the Church from its own funds are recognised in full at the time of agreement or when the Church accepts that there is a legal or operational obligation to make the payment. When the grant is recurrent over more than one year the balance payable in future years is treated as a provision for future commitments in the Balance Sheet against the appropriate fund, the provision being released in future years as instalments are paid in accordance with the originally agreed terms.

**VAT**

Since the Church is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Church**

These are capitalised if they can be used for more than one year, and individually cost at least £1,000. The freehold property is shown at cost..

**Investment Properties**

Investment properties - no property is currently deemed to not be held for the long term purposes of the charity.

**Investments**

Investments are valued in the balance sheet at market value at the year end. Investment income is included in the accounts when receivable and any gains or losses on revaluation at the year end are shown in the SOFA.

**Debtors and Prepayments**

Debtors include outstanding lettings invoices in August.

**Creditors**

Creditors include outstanding amounts relating to utilities, telephones, etc in August.

## Section C

## Notes to the accounts

(cont)

**Note 4 Analysis of income**

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Analysis						
Donations and legacies:	Collections	72,199	-	-	72,199	76,663
	Gift Aid	16,479	-	-	16,479	19,076
	Donations	16,213	5,861	-	22,074	34,291
	Legacies	-	-	-	-	-
	Grant from Circuit	-	87,493	-	87,493	-
		-	-	-	-	-
<b>Total</b>		<b>104,891</b>	<b>93,354</b>	<b>-</b>	<b>198,245</b>	<b>130,030</b>
Other trading activities:	Lettings	69,684	-	-	69,684	116,378
	Coffee Bar	4,890	-	-	4,890	10,191
	Events Income	-	-	-	-	938
	Other	-	-	-	-	-
	<b>Total</b>	<b>74,574</b>	<b>-</b>	<b>-</b>	<b>74,574</b>	<b>127,507</b>
Income from investments:	Central Finance Board	373	-	-	373	214
		-	-	-	-	-
		-	-	-	-	-
	<b>Total</b>	<b>373</b>	<b>-</b>	<b>-</b>	<b>373</b>	<b>214</b>
Other:	Collections for external organisation	2,004	-	-	2,004	3,096
	Sundry Income	2,980	-	-	2,980	2,911
		-	-	-	-	-
		-	-	-	-	-
	<b>Total</b>	<b>4,984</b>	<b>-</b>	<b>-</b>	<b>4,984</b>	<b>6,007</b>
<b>TOTAL INCOME</b>		<b>184,822</b>	<b>93,354</b>	<b>-</b>	<b>278,176</b>	<b>263,758</b>

## Section C

## Notes to the accounts

(cont)

## Note 5

## Analysis of expenditure

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
	<b>Analysis</b>					
<b>Expenditure on church activities:</b>	Circuit Assessment	92,209	-	-	92,209	90,400
	Salaries, NIC and Pension costs	59,676	-	-	59,676	66,702
	Grants and Donations	4,210	250	-	4,460	17,430
		-	-	-	-	-
	<b>Total expenditure on church activities</b>	156,095	250	-	156,345	174,532
<b>Expenditure on Property</b>	Maintenance of church buildings	15,456	87,493	-	102,949	40,219
	Utilities (insurance, heat light etc)	21,617	-	-	21,617	22,600
	Depreciation	795	-	-	795	1,195
		-	-	-	-	-
	<b>Total expenditure on property</b>	37,868	87,493	-	125,361	64,014
<b>Other</b>	Sundry Expenditure	12,673	514	-	13,187	18,925
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	<b>Total other expenditure</b>	12,673	514	-	13,187	18,925
<b>TOTAL EXPENDITURE</b>		206,636	88,257	-	294,893	257,471



Section C

Notes to the accounts

(cont)

Note 6

Details of certain items of expenditure

Independent examiner’s fees

Assurance services other than audit or independent examination  
Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the

This year £	Last year £
420	400

Note 7

Paid employees

Salaries and wages  
Social security costs  
Pension costs (defined contribution scheme)  
Other employee benefits  
Total staff costs

This year £	Last year £
56,586	63,289
2,311	2,398
779	1,015
-	-
59,676	66,702

working for the charity whose contracts are with and

--

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE
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11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	-	-
Governance	-	-
Other	3	3
Total	3	3

## Section C

## Notes to the accounts

(cont)

**Note 8 Tangible fixed assets****8.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	-	-	6,702	6,702
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	6,702	6,702

**8.2 Depreciation and impairments**

<b>**Basis</b>	Straight Line	Straight Line	Straight Line	Straight Line	Straight Line
<b>** Rate</b>					

At beginning of the year	-	-	-	4,398	4,398
Disposals	-	-	-	-	-
Depreciation	-	-	-	795	795
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	5,193	5,193

**8.3 Net book value**

Net book value at the beginning of the year	-	-	-	2,304	2,304
Net book value at the end of the year	-	-	-	1,509	1,509

**Section C****Notes to the accounts****(cont)****Note 9 Debtors and prepayments**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
-	-
1,270.0	4,138.0
1,270.0	4,138.0

**Note 10 Cash at Hand and in Bank**

Held at Central Finance Board

Held at Bank

Held in Cash

**Total**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
45,933.0	48,701.0
10,209.0	22,295.0
498.0	246.0
56,640.0	71,242.0

**Note 11 Creditors and accruals**

Trade creditors

Accruals and deferred income

Other creditors

**Total**

<b>Amounts falling due within</b>		<b>Amounts falling due after</b>	
<b>This year</b>	<b>Last year</b>	<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
- 907	- 665	-	-
1,619	2,925	-	-
2,500	2,500	-	-
3,212	4,760	-	-

Section C

Notes to the accounts

(cont)

Note 12 Transactions with trustees and related parties

12.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

12.2 Trustees' expenses

No trustee expenses have been incurred (True or False)

TRUE

12.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (True or False)

FALSE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£
Mission in Britain Fund	Fund of National Church	Donation	750			
Fund for Support of Presbyters and Deacons	Fund of National Church	Donation	688			
Fund for Property	Fund of National Church	Donation	1000			
World Mission Fund	Fund of National Church	Donation	1250			

## DECLARATIONS

### Treasurer

I confirm that these accrual based accounts for the year ended 31 August 2018 have been prepared from the records of the Church and that they include all funds under the control of the Church Council / Members' Meeting / Leadership Group\*.

Signature of Treasurer



Date

03-Apr-21

Name of Treasurer

Ian Prince

Address

235 Thorney Leys, Wintey Oxfordshire, OX28 5NY

### Presentation to the Church Council for approval.

I confirm that the annual report and accounts for the year ended 31 Aug 2018 were presented to the Church Council at its meeting on

18-Mar-21

and were approved.

Signature of the Chair of the meeting



Name of the Chair of the meeting

Rev Jason Cooke

Date

03-Apr-21

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

High Street Methodist Church Witney

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

2020

### Respective responsibilities of Trustees and Examiner

The Church's trustees are responsible for ensuring that the annual report and accounts for the year to 31 August 2017 present a true and fair view of the Church's income and expenditure for the year and of its assets and liabilities at the balance sheet date. The trustees consider that an audit is not necessary 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 the 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, in nature or scale, or disclosures in the accounts, seeking explanations from the Trustees concerning 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. My 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

(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 2011.
- 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.

(3) I have obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Name of independent  
examiner

SOLUTIONS IN ACCOUNTING LTD

Signature of independent  
examiner

AHolliday

Relevant Professional qualification or body

REGISTERED TAX ADVISORS

Name of firm (where appropriate)

SOLUTIONS IN ACCOUNTING LTD

Address

2 COMPTON WAY WITNEY OXON

Date

24/2/2021



**Church  
Accruals Accounts  
2019-2020**

**THE METHODIST CHURCH  
REPORT AND ACCOUNTS  
(ACCRUALS BASIS)  
for the year ended 31 August 2020**

**High Street Methodist Church, Witney**

**Church**

Registered Charity - Registration number (if applicable)

**1129034**

Witney & Faringdon	Circuit No	<b>2303</b>
--------------------	------------	-------------

**Minister**

Rev Jason Cooke

**Church Stewards**

David Limmer

Brenda Edwards

Jane Heath

Tina Limmer

Harry Eaglestone

Rosie Jones

**Church Treasurer**

Ian Prince

## Statement of Financial Activities (SOFA) for the year ended 31 August 2020

## Section A Statement of financial activities

Recommended categories by activity	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
<b>Incoming resources (Note 3)</b>					
Income and endowments from:					
Donations and legacies	104,891	93,354	-	198,245	130,030
Other trading activities	74,574	-	-	74,574	127,507
Investments	373	-	-	373	214
Other	4,984	-	-	4,984	6,007
<b>Total</b>	<b>184,822</b>	<b>93,354</b>	<b>-</b>	<b>278,176</b>	<b>263,758</b>
<b>Resources expended (Note 5)</b>					
Expenditure on:					
Church Activities	156,095	250	-	156,345	174,532
Property	37,868	87,493	-	125,361	64,014
Other	12,673	514	-	13,187	18,925
	-	-	-	-	-
<b>Total</b>	<b>206,636</b>	<b>88,257</b>	<b>-</b>	<b>294,893</b>	<b>257,471</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>	<b>- 21,814</b>	<b>5,097</b>	<b>-</b>	<b>- 16,717</b>	<b>6,287</b>
Net gains/(losses) on investments	-	-	-	-	-
<b>Net income/(expenditure)</b>	<b>- 21,814</b>	<b>5,097</b>	<b>-</b>	<b>- 16,717</b>	<b>6,287</b>
<b>Extraordinary items</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers between funds</b>	<b>- 754</b>	<b>754</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other recognised gains/(losses):</b>					
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<b>Net movement in funds</b>	<b>- 22,568</b>	<b>5,851</b>	<b>-</b>	<b>- 16,717</b>	<b>6,287</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	56,473	16,451	-	72,924	66,637
<b>Total funds carried forward</b>	<b>33,905</b>	<b>22,302</b>	<b>-</b>	<b>56,207</b>	<b>72,924</b>



Balance Sheet as at 31 August 2020

## Section B Balance sheet

	Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Tangible assets (Note 8)	B02	1,509	-	-	1,509	2,304
<b>Total fixed assets</b>	B05	1,509	-	-	1,509	2,304
<b>Current assets</b>						
Debtors (Note 9)	B07	1,270	-	-	1,270	4,138
Cash at bank and in hand (Note 10)	B09	34,338	22,302	-	56,640	71,242
<b>Total current assets</b>	B10	35,608	22,302	-	57,910	75,380
<b>Creditors: amounts falling due within one year</b> (Note 11)	B11	3,212	-	-	3,212	4,760
<b>Net current assets/(liabilities)</b>	B12	32,396	22,302	-	54,698	70,620
<b>Total assets less current liabilities</b>	B13	33,905	22,302	-	56,207	72,924
<b>Creditors: amounts falling due after one year</b> (Note 11)	B14	-	-	-	-	-
<b>Provisions for liabilities</b>	B15	-	-	-	-	-
<b>Total net assets or liabilities</b>	B16	33,905	22,302	-	56,207	72,924
<b>Funds of the Charity</b>						
Endowment funds	B17	-	-	-	-	-
Restricted income funds	B18		22,302		22,302	16,451
Unrestricted funds	B19	33,905		-	33,905	56,473
Revaluation reserve	B20				-	-
<b>Total funds</b>	B21	33,905	22,302	-	56,207	72,924

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Rev Jason Cooke	03/04/2021
	Ian Prince	03/04/2021



Signed by Jason Follow

Balance Sheet as at 31 August 2020

## Section B Balance sheet

	Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
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<b>Current assets</b>						
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<b>Funds of the Charity</b>						
Endowment funds	B17	-	-	-	-	-
Restricted income funds	B18	-	22,302	-	22,302	16,451
Unrestricted funds	B19	33,905	-	-	33,905	56,473
Revaluation reserve	B20	-	-	-	-	-
<b>Total funds</b>	B21	33,905	22,302	-	56,207	72,924

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Rev Jason Cooke	03/04/2021
	Ian Prince	03/04/2021

## Section C

## Notes to the accounts

**1. Basis of accounting**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – the Charities SORP (FRSSE) – in replacement for the SORP's 2005 version specified in its related 2008 Regulations and in accordance with the 'true and fair override' provision contained therein."

**2. Funds**

The funds held constitute: General Funds held for any purpose of the Church which are Unrestricted. Restricted funds which are held for a narrower purpose including those for internal organisations. There are also the following Endowment funds as listed. Details of each material fund are disclosed in note 16. Any funds may be represented by more than just cash.

**3. Accounting policies****Basis**

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year, on the accruals basis to show a true and fair view of the Church's financial position and activities.

**Income**

Income is included in the Statement of Financial Activities (SOFA) when the Church becomes entitled to the resources, and the trustees are reasonably certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

**Expenditure**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Church to pay out resources.

**Grants**

Grants made by the Church from its own funds are recognised in full at the time of agreement or when the Church accepts that there is a legal or operational obligation to make the payment. When the grant is recurrent over more than one year the balance payable in future years is treated as a provision for future commitments in the Balance Sheet against the appropriate fund, the provision being released in future years as instalments are paid in accordance with the originally agreed terms.

**VAT**

Since the Church is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Church**

These are capitalised if they can be used for more than one year, and individually cost at least £1,000. The freehold property is shown at cost..

**Investment Properties**

Investment properties - no property is currently deemed to not be held for the long term purposes of the charity.

**Investments**

Investments are valued in the balance sheet at market value at the year end. Investment income is included in the accounts when receivable and any gains or losses on revaluation at the year end are shown in the SOFA.

**Debtors and Prepayments**

Debtors include outstanding lettings invoices in August.

**Creditors**

Creditors include outstanding amounts relating to utilities, telephones, etc in August.

## Section C

## Notes to the accounts

(cont)

## Note 4 Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Analysis						
Donations and legacies:	Collections	72,199	-	-	72,199	76,663
	Gift Aid	16,479	-	-	16,479	19,076
	Donations	16,213	5,861	-	22,074	34,291
	Legacies	-	-	-	-	-
	Grant from Circuit	-	87,493	-	87,493	-
		-	-	-	-	-
Total		104,891	93,354	-	198,245	130,030
Other trading activities:	Lettings	69,684	-	-	69,684	116,378
	Coffee Bar	4,890	-	-	4,890	10,191
	Events Income	-	-	-	-	938
	Other	-	-	-	-	-
	Total	74,574	-	-	74,574	127,507
Income from investments:	Central Finance Board	373	-	-	373	214
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		373	-	-	373	214
Other:	Collections for external organisation	2,004	-	-	2,004	3,096
	Sundry Income	2,980	-	-	2,980	2,911
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		4,984	-	-	4,984	6,007
TOTAL INCOME		184,822	93,354	-	278,176	263,758

## Section C

## Notes to the accounts

(cont)

## Note 5

## Analysis of expenditure

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
	<b>Analysis</b>					
<b>Expenditure on church activities:</b>	Circuit Assessment	92,209	-	-	92,209	90,400
	Salaries, NIC and Pension costs	59,676	-	-	59,676	66,702
	Grants and Donations	4,210	250	-	4,460	17,430
		-	-	-	-	-
	<b>Total expenditure on church activities</b>	156,095	250	-	156,345	174,532
<b>Expenditure on Property</b>	Maintenance of church buildings	15,456	87,493	-	102,949	40,219
	Utilities (insurance, heat light etc)	21,617	-	-	21,617	22,600
	Depreciation	795	-	-	795	1,195
		-	-	-	-	-
	<b>Total expenditure on property</b>	37,868	87,493	-	125,361	64,014
<b>Other</b>	Sundry Expenditure	12,673	514	-	13,187	18,925
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	<b>Total other expenditure</b>	12,673	514	-	13,187	18,925
<b>TOTAL EXPENDITURE</b>		206,636	88,257	-	294,893	257,471

Section C

Notes to the accounts

(cont)

Note 6

Details of certain items of expenditure

Independent examiner’s fees

Assurance services other than audit or independent examination  
Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the

This year £	Last year £
420	400

Note 7

Paid employees

Salaries and wages  
Social security costs  
Pension costs (defined contribution scheme)  
Other employee benefits  
Total staff costs

This year £	Last year £
56,586	63,289
2,311	2,398
779	1,015
-	-
59,676	66,702

working for the charity whose contracts are with and

--

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE
------

11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	-	-
Governance	-	-
Other	3	3
Total	3	3

## Section C

## Notes to the accounts

(cont)

## Note 8

## Tangible fixed assets

## 8.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	-	-	6,702	6,702
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	6,702	6,702

## 8.2 Depreciation and impairments

<b>**Basis</b>	Straight Line	Straight Line	Straight Line	Straight Line	Straight Line
<b>** Rate</b>					

At beginning of the year	-	-	-	4,398	4,398
Disposals	-	-	-	-	-
Depreciation	-	-	-	795	795
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	5,193	5,193

## 8.3 Net book value

Net book value at the beginning of the year	-	-	-	2,304	2,304
Net book value at the end of the year	-	-	-	1,509	1,509

**Section C****Notes to the accounts****(cont)****Note 9 Debtors and prepayments**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
-	-
1,270.0	4,138.0
1,270.0	4,138.0

**Note 10 Cash at Hand and in Bank**

Held at Central Finance Board

Held at Bank

Held in Cash

**Total**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
45,933.0	48,701.0
10,209.0	22,295.0
498.0	246.0
56,640.0	71,242.0

**Note 11 Creditors and accruals**

Trade creditors

Accruals and deferred income

Other creditors

**Total**

<b>Amounts falling due within</b>		<b>Amounts falling due after</b>	
<b>This year</b>	<b>Last year</b>	<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
- 907	- 665	-	-
1,619	2,925	-	-
2,500	2,500	-	-
3,212	4,760	-	-



Section C

Notes to the accounts

(cont)

Note 12 Transactions with trustees and related parties

12.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

12.2 Trustees' expenses

No trustee expenses have been incurred (True or False)

TRUE

12.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (True or False)

FALSE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£
Mission in Britain Fund	Fund of National Church	Donation	750			
Fund for Support of Presbyters and Deacons	Fund of National Church	Donation	688			
Fund for Property	Fund of National Church	Donation	1000			
World Mission Fund	Fund of National Church	Donation	1250			

## DECLARATIONS

### Treasurer

I confirm that these accrual based accounts for the year ended 31 August 2018 have been prepared from the records of the Church and that they include all funds under the control of the Church Council / Members' Meeting / Leadership Group\*.

Signature of Treasurer



Date

03-Apr-21

Name of Treasurer

Ian Prince

Address

235 Thorney Leys, Wintey Oxfordshire, OX28 5NY

### Presentation to the Church Council for approval.

I confirm that the annual report and accounts for the year ended 31 Aug 2018 were presented to the Church Council at its meeting on

18-Mar-21

and were approved.

Signature of the Chair of the meeting



Name of the Chair of the meeting

Rev Jason Cooke

Date

03-Apr-21

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

High Street Methodist Church Witney

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

2020

### Respective responsibilities of Trustees and Examiner

The Church's trustees are responsible for ensuring that the annual report and accounts for the year to 31 August 2017 present a true and fair view of the Church's income and expenditure for the year and of its assets and liabilities at the balance sheet date. The trustees consider that an audit is not necessary 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 the 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, in nature or scale, or disclosures in the accounts, seeking explanations from the Trustees concerning 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. My 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

(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 2011.
- 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.

(3) I have obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Name of independent  
examiner

SOLUTIONS IN ACCOUNTING LTD

Signature of independent  
examiner

AHolliday

Relevant Professional qualification or body

REGISTERED TAX ADVISORS

Name of firm (where appropriate)

SOLUTIONS IN ACCOUNTING LTD

Address

2 COMPTON WAY WITNEY OXON

Date

24/2/2021