



Leeds South & West Methodist Circuit

Trustees Annual Report & Accounts 2024/25

Charity Number 1129529



Leeds South & West Circuit

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31st Aug 2025

Introduction

The circuit exists to support churches in their current worship, mission, and service through the centralised provision of ordained staff (& their accommodation) and lay employees. Presbyters are given pastoral oversight of specific churches whilst other roles function as points of reference for their areas of expertise. We coordinate the provision of Sunday worship and offer strategic ideas and plans for shaping the church for the future.

Aims and organisation

The circuit is part of the Methodist Church. We exist to increase the awareness of God's presence, to celebrate God's love, to help people learn and develop as Christians, act as a good neighbour and challenge injustice. Our strategic objectives (worship, service, learning & caring and evangelism) are detailed in the 'Our Calling' document available from

www.methodist.org.uk/about-us/the-methodist-church/our-calling

Review of the year

2024/25 was a year of review. Churches continued to deliver more work in their communities than their size and demographics might suggest and shared patterns of working across the circuit have helped sustain some of these services.

Churches still offer significant opportunities to explore faith and attend worship as well as acting as central hubs for foodbank collection and/or distribution, providing resources for two charity shops, offering warm spaces and being places for community use. Church services, bible study, toddler groups, children's work, youth organisations, knit and natter communities, Live at Home schemes, baptisms, weddings, funerals, pastoral care, coffee mornings and community lunches are further examples of our work which benefits our communities. Worship continued face to face, online and by post. The circuit engages with people regularly through its website, Facebook, and Zoom accounts in creative ways to reach as many as possible.

Due to the central provision of some resources, the team can support churches in accessing skills not available locally, benefitting from economies of scale and enabling participation in events which they could not provide themselves. Examples include shared staffing, IT, finance, admin, and training. Ordained staff continued to spend considerable time with the wider community through the provision of pastoral care, as well as delivering funeral and bereavement support. Demand for weddings and baptisms also grew.

The admin team continues to work flexibly, offering advice and help regarding finance, governance, and administrative matters. Demand for their time only continues to grow. We appointed a caretaker (0.29FTE) to look after a growing portfolio of buildings.

Work continued reviewing our policies for better sharing and targeting of our resources across the area, considering our future needs and sustainable ways of being church. Churches were asked to review their own situations. Morale in the team remains high and we are grateful for the teamwork of ordained people, lay staff and volunteers, which enables both the care of our people and the continuance of operations.

Finance Summary

Income trends

Circuit income is normally primarily drawn from the assessments paid by the circuit churches (£345,775, 15.1%), however during the year a significant legacy of £939,186 was received from the estate of Jean Goodwin (left to the closed Cookridge Church Community) and a further £3,000 from the estate of Audrey Hainsworth (for the closed Wesley Road Church Community), 41.2% in total. Additionally, the inherited properties of Cookridge Methodist Church and Hunslet Methodist Church were added into the property values (850,000, 37.1%). Lettings totalled £24,124, (1.1%) and some balances £66,954, (2.9%) were also received from closed churches which have been designated to support these closed buildings as their futures are determined. The remaining income is received from donations, occasional church payments and investments (2.6%).

Expenditure trends

Stipend pay levels increase each financial year in line with Conference approved amounts. The circuit also applies the living wage percentage increase to its lay employees in line with District recommendations. 30.5 % of expenses were used to pay our people including expenses, telephone & travel costs (£272,499). 10.5% represents the circuit's contributions to the district and connexional budgets (£94,202). This is used to fund the work of the wider methodist church. Other admin, governance and running costs totalled £38,496 (4.3%). £79,060 (8.9%) includes the upkeep of our minister residences and their associated running costs. Grants, and payments to support churches and their mission totalled £43,440 (4.9%). £50,636 (5.7%) was spent on dealing with closing properties, particularly utilities, insurance and legal needs. When a building is sold, the Methodist Connexion takes a levy after the first £20k (20% on the remainder of the first £100k and 40% on the rest unless funds are for a replacement project). We sold a manse and a church during this year, and the levies totalled £290,174, plus sale costs of £24,665. (35.3%)

Fund balances

At the year end, the net current assets of the circuit totalled £1,951,640. This has rebounded due to the legacy and property changes. The Trustees note that this is more than sufficient to cover the general expenditure of the charity for up to 4 years and are seeking appropriate investment advice regarding the legacy.

Plans for 25/26

We continue to look to see how we might move to more sustainable models of work and investment is part of this decision-making. Local churches will continue to review their direction of travel and consider how they best serve the needs of their people. Churches will continue to work more closely together, and the sale of buildings is likely to feature as we reshape to meet the current needs of our communities. 2 church buildings are already on the market at the year end.

Reshaping is likely to bring challenges to our income stream but the capital from building sales will assist in such transitions. However, this will affect both our staffing needs and affordability. We will not replace a minister when he leaves at the year end although we will look to recruit other lay support. Climate change needs and rising energy costs also continuing to be concerns and work to change to more sustainable systems are being explored.

A reserves policy is attached to this document which includes a fund for churches in crisis and sufficient savings to deal with any income shortfall next year

Governance

Basis of preparation and legal framework

The annual report and accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and “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 2019).

| | |
|-------------------------------------|--------------------------------------|
| Full Name of Charity: | Leeds South & West Methodist Circuit |
| Registration Charity Number: | 1129529 |
| Date of registration: | 2009 |

Charity in present form from 2015/16

(It became the continuing entity of the Charity no of Leeds Headingley and West registered in 2009)

Main communication address:

Circuit Office, Wesley Road Chapel, Wesley Road, Leeds LS12 1UL

The members of the Leeds South & West Methodist Circuit meeting are the Charity Trustees, membership being made up of circuit office holders, ministers and representatives appointed by the local churches. A Trustee List is attached as Appendix A to this report as at the year end

Circuit Ministers and officers

Active Circuit Ministers

Rev Jo Lightowler (Superintendent),

Rev Pete Brazier, Rev Keith Hunt (non-Stipendiary), Rev Mo Onyett, Rev Rach Ward, Deacon Guy Austin-Bride.

Rev Keith Hunt retired in Dec 24, and Rev Brazier left to new appointment in Aug 25

Circuit Stewards (Lay Volunteers)

Miss Anne Jackson (Senior), Mrs Kirsty Butler, Mr Peter Cordwell, Prof Edmund Linfield, Mr Phil Maud, Dr Rob Moore, Mrs Elizabeth Smith, Mrs Janet Taylor, Mr Stuart Westerman, Miss Audrey Wilks,

Mrs Kirsty Butler, Mr Peter Cordwell finished their appointments this year and Mrs Janet Taylor was appointed.

Administrators

Mrs Erica Hartley & Miss Helen Boocock

Property Caretaker

Mr Paul Metcalfe

Miss H C Boocock acted as the principal officer overseeing the day-to-day financial management and accounting for the circuit during the year.

Auditors: Azets Audit Services
12 King Street, Leeds LS1 2HL

Investment Bankers: Central Finance Board of the Methodist Church
Trustees for Methodist Church Purposes

Aims and Organisation

The Charity's objective is to act as a resource provider within the area around South & West Leeds for the Methodist Church:

The purposes of the Methodist Church are and shall be deemed to have been since the Date of Union the advancement of:

- a) The Christian faith in accordance with the doctrinal standards and discipline of The Methodist Church;
- b) Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church;
- c) Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church;
- d) Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church
 - Worshipping God through prayer, song and other acts of worship including the organisation and resourcing of regular public acts of worship open to members of the church and non-members alike
 - The teaching of Christianity through sermons, courses, and small groups.
 - The resourcing of pastoral work including visiting the sick and bereaved.
 - Taking religious assemblies in local schools.
 - Promotion of Christianity through the staging of events and services.
 - Working with local groups to improve and benefit the communities in which we live
 - Provision of chaplaincy services to the local university and other institutions.

Public Benefit

The Leeds South & West Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

Structure, Governance and Management

The governing document for the circuit is the Deed of Union (1932) and Methodist Church Act (1976).

Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual conference (CPD). All Governance Documents can be found online at the Methodist Church of Great Britain Website

Day to day management of the circuit is undertaken by the Circuit Leadership Team along with the Local Preachers' Meeting, the Circuit Governance Committee, and the Circuit Meeting.

Trustee Training

A range of guidance produced by Methodist Connexion to support the effective running of the circuit, specifically the leaflet 'The Role of a Trustee in The Methodist Church' is made available to all new Circuit meeting members as induction to their role as trustees as well as the current charity commission publication.

Related Parties

The Circuit is part of the Yorkshire West District and is also accountable to the Methodist Conference. The following Methodist Churches are linked to the circuit.

Churches within Leeds South & West Circuit

Adel Methodist Church

Beeston Hill UFC (LEP – will be under URC trusteeship from Sep 25)

Central Methodist Church

The Church in Farsley (LEP)

The Grove Methodist Church

Headingley Methodist Church

Highfield Methodist Church

Hyde Park Methodist Church

New Whingate Methodist Church

The Church in Rodley (LEP)

St Andrew's Methodist Church, Beeston

St Andrew's Methodist Church, Pudsey

St John's Methodist Church

St Mark's Methodist Church

Trinity Bramley Methodist Church

Risk Management

The major risks have been identified and recorded in our risk register. There is a regular annual review process undertaken.

Income and Expenditure is being monitored and is compared with the approved annual budget on a half yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves. There is also a crisis contingency amount included within the reserves policy.

The main risks are as follows:-

- The fragile nature of the churches financially that support us.
- The aging demographics of the church people.
- The dependence on volunteers for our work.

Safeguarding

Every person has a value and dignity which comes directly from the creation of male and female in God’s own image and likeness. Christians see this potential as fulfilled by God’s re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

Methodist Connexional practice outlines commitment to the following principles:

- 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 when they are vulnerable.
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.
- We will carefully select and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes.
- We will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- We will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.
- We will seek to challenge any abuse of power, especially by anyone in a position of trust.
- We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
- In all these principles we will follow legislation, guidance and recognised good practice.

The Leeds South & West Circuit commits itself to ensuring the implementation of Connexional Safeguarding Policy, government legislation, guidance, and safe practice in the circuit and in the churches.

The Leeds South & West Circuit commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

Reserves Policy

The Reserves Policy for the Circuit is attached at the end of this document. We confirm that it is sufficient to meet any unforeseen item of major expenditure on manses and / or to be able to continue, in the short term, funding planned activities in the event of any inability to raise the full Circuit Assessment from churches.

Policies

The following additional policies have been formally adopted by the trustees and continue to be reviewed

| | | |
|------------------------------------|-------------------------------|--------------------------------|
| Disciplinary & Dismissal Procedure | Equality Diversity Inclusion | Conflicts of Interest |
| Safeguarding and training Policies | Grievance Procedure | Flexible & Hybrid Working |
| Health & safety | Redundancy | Finance Framework |
| Lone Workers | Photography, recording & CCTV | Survivors of abuse |
| Social Media & Wi-Fi | Working at Heights | Anti-Harassment & Antibullying |
| Lay Staff Training and Pay policy | Anti bribery & Whistleblowing | Safer recruitment |

LEEDS SOUTH & WEST METHODIST CIRCUIT

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF LEEDS SOUTH & WEST METHODIST CIRCUIT

Opinion

We have audited the financial statements of Leeds South & West Methodist Circuit (the 'Charity') for the year ended 31 August 2025 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 August 2025 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
 - sufficient accounting records have not been kept; or
 - the financial statements are not in agreement with the accounting records; or
 - we have not received all the information and explanations we require for our audit.
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LEEDS SOUTH & WEST METHODIST CIRCUIT

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF LEEDS SOUTH & WEST METHODIST CIRCUIT

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

LEEDS SOUTH & WEST METHODIST CIRCUIT

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF LEEDS SOUTH & WEST METHODIST CIRCUIT

Extent to which the audit was considered capable of detecting irregularities, including fraud
Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.
- Performing audit work over the timing and recognition of revenue and in particular whether it has been recorded in the correct accounting period.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "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)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

LEEDS SOUTH & WEST METHODIST CIRCUIT

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF LEEDS SOUTH & WEST METHODIST CIRCUIT

Auditors

Azets Audit Services Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Signed by:

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Azets Audit Services Limited
Statutory Auditor

12 King Street
Leeds
LS1 2HL

Date: 20 March 2026 | 16:22 GMT
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2024/25

Leeds South & West Methodist Circuit Accounts For the year ended 31st Aug 2025 (Accruals Basis)

Charity Number 1129529

District: Yorkshire West 27

Circuit: Leeds South & West 01

Ministers

Rev Jo Lightowler (Superintendent)

Rev P Brazier, Rev K Hunt (non-stipendiary), Rev M Onyett, Rev R Ward, Deacon G Austin-Bride

Lay Employees

Mrs A E Hartley, Miss H C Boocock, Mr P Metcalfe

Stewards

Miss V A Jackson (Senior), Mrs K Butler, Mr P Cordwell, Prof E Linfield,

Mr P Maud, Dr R Moore, Mrs E Smith, Mrs J Taylor, Mr S Westerman, Miss A Wilks

Treasurer

Miss H C Boocock

Statement of Financial Activities

Leeds South & West Methodist Circuit

For the year ended 31 August 2025



| Account Name | General | Property | CMTF | Designated | Restricted | 24/25 | 23/24 |
|--|------------------|------------------|------------------|----------------|--------------|------------------|------------------|
| Statement of Financial Activities | | | | | | | |
| Charitable Income | | | | | | | |
| 3. Donations & Legacies | 943,211 | 0 | 0 | 400 | 0 | 943,611 | 175 |
| 4. Assessments | 345,775 | 0 | 0 | 0 | 0 | 345,775 | 367,623 |
| 5. Other Charitable Income | 11,443 | 850,000 | 0 | 66,954 | 151 | 928,548 | 85,360 |
| 6. Income from Lettings | 0 | 0 | 0 | 24,124 | 0 | 24,124 | 22,502 |
| 7. Investments | 37,326 | 0 | 11,423 | 0 | 94 | 48,843 | 26,004 |
| Total Charitable Income | 1,337,756 | 850,000 | 11,423 | 91,478 | 245 | 2,290,901 | 501,664 |
| Charitable Expenditure | | | | | | | |
| 8. Stipends & Salaries | 265,132 | 0 | 0 | 0 | 0 | 265,132 | 255,114 |
| 9. Connexional Assessments | 91,200 | 0 | 0 | 0 | 0 | 91,200 | 89,268 |
| 10. Telephone & Travel | 7,367 | 0 | 0 | 0 | 0 | 7,367 | 6,356 |
| 11. Insurance & Utilities | 24,501 | 0 | 0 | 0 | 0 | 24,501 | 27,176 |
| 12. Maintenance of Manses | 54,559 | 0 | 0 | 0 | 0 | 54,559 | 12,450 |
| 13. Churches under Circuit Trusteeship | 0 | 0 | 0 | 50,636 | 0 | 50,636 | 43,739 |
| 14. Bad & Doubtful Debts | (2,001) | 0 | 0 | 0 | 0 | (2,001) | 23,653 |
| 15. Support Costs | 40,112 | 0 | 315,197 | 0 | 27 | 355,336 | 169,195 |
| 16. Grants & Donations | 13,440 | 0 | 30,000 | 0 | 0 | 43,440 | 42,990 |
| 17. District Advance Fund | 0 | 0 | 3,002 | 0 | 0 | 3,002 | 2,579 |
| Total Charitable Expenditure | 494,310 | 0 | 348,198 | 50,636 | 27 | 893,172 | 672,520 |
| Net Income/Expenditure | 843,446 | 850,000 | (336,776) | 40,842 | 218 | 1,397,730 | (170,857) |
| 18. Transfers | | | | | | | |
| Transfers between Funds | 518,110 | (550,000) | 25,715 | 6,263 | (88) | 0 | 0 |
| Subtotal | 1,361,555 | 300,000 | (311,061) | 47,105 | 131 | 1,397,730 | (170,857) |
| 19. Gains and losses | | | | | | | |
| Gain/loss - Fixed Assets | 0 | 0 | 320,100 | 0 | 0 | 320,100 | 100,000 |
| Gain/loss - Investment Assets | 2,381 | 0 | 196 | 0 | 0 | 2,578 | 21,022 |
| Net Movement in Funds | | | | | | | |
| Net Movement in Funds | 1,363,937 | 300,000 | 9,235 | 47,105 | 131 | 1,720,408 | (49,834) |
| Balances Brought Forward | 528,569 | 2,990,606 | 110,036 | 95,682 | 2,010 | 3,726,903 | 3,776,738 |
| Total Funds carried forward | | | | | | | |
| Balances carried Forward | 1,892,506 | 3,290,606 | 119,272 | 142,787 | 2,141 | 5,447,311 | 3,726,903 |

Balance Sheet

Leeds South & West Methodist Circuit

As at 31 August 2025



| Account | General | CMTF | Designated | Restricted | 24/25 | 23/24 |
|--|------------------|----------------|----------------|--------------|------------------|------------------|
| Fixed Assets | | | | | | |
| Tangible Assets | | | | | | |
| Circuit Manses | 1,700,606 | 0 | 0 | 0 | 1,700,606 | 1,880,606 |
| Churches under Circuit Control | 1,590,000 | 0 | 0 | 0 | 1,590,000 | 990,000 |
| Investment Properties | 0 | 0 | 0 | 0 | 0 | 120,000 |
| Investments | 138,479 | 106,586 | 0 | 0 | 245,065 | 242,487 |
| 28 Total Fixed Assets | 3,429,085 | 106,586 | 0 | 0 | 3,535,671 | 3,233,093 |
| Current Assets | | | | | | |
| 20 Debtors & Prepayments | 15,779 | 0 | 12,207 | 0 | 27,986 | 17,065 |
| 22 Trustees for Methodist Church Purposes | 956,373 | 12,685 | 0 | 2,010 | 971,068 | 6,276 |
| CFB | 888,911 | 0 | 130,580 | 131 | 1,019,621 | 612,123 |
| Cash at bank and in hand | 58,335 | 0 | 0 | 0 | 58,335 | 62,556 |
| Total Current Assets | 1,919,398 | 12,685 | 142,787 | 2,141 | 2,077,010 | 698,019 |
| Creditors: due within 1 yr | | | | | | |
| 21 Creditors & Accruals | 95,370 | 0 | 0 | 0 | 95,370 | 104,209 |
| Grants agreed < 1 year | 30,000 | 0 | 0 | 0 | 30,000 | 30,000 |
| Net Current Assets/Liabilities | 1,794,027 | 12,685 | 142,787 | 2,141 | 1,951,640 | 563,810 |
| Total Assets less Current Liabilities | 5,223,112 | 119,272 | 142,787 | 2,141 | 5,487,311 | 3,796,903 |
| Creditors: due after > 1 yr | | | | | | |
| 21 Grants agreed > 1 year | 40,000 | 0 | 0 | 0 | 40,000 | 70,000 |
| Net Assets | 5,183,112 | 119,272 | 142,787 | 2,141 | 5,447,311 | 3,726,903 |
| Funds of the Circuit | | | | | | |
| Total Funds Held | | | | | | |
| Profit and loss account | | | | | | |
| Opening Balances | | | | | | |
| General Funds | 3,519,175 | 0 | 0 | 0 | 3,519,175 | 3,569,010 |
| Circuit Model Trust Fund | 0 | 110,036 | 0 | 0 | 110,036 | 110,036 |
| Designated Funds | 0 | 0 | 95,682 | 0 | 95,682 | 95,682 |
| Restricted Funds | 0 | 0 | 0 | 2,010 | 2,010 | 2,010 |
| Total SOFA Brought Forward | 3,519,175 | 110,036 | 95,682 | 2,010 | 3,726,903 | 3,776,738 |
| Net Changes in Funds | 1,663,937 | 9,235 | 47,105 | 131 | 1,720,408 | (49,834) |
| Total Total Funds Held | 5,183,112 | 119,272 | 142,787 | 2,141 | 5,447,311 | 3,726,903 |

Accounts approved at Trustees meeting dated 16/3/26

Signed:  (Trustee)



Leeds South & West Methodist Circuit

Statement of Cash Flows for the Year Ended 31st Aug 2025

| | 24/25 | 23/24 |
|--|------------------|----------------|
| Cash flows from operating activities: | | |
| 27 Net cash provided by (used in) operating activities | 449,127 | (160,249) |
| Cash flows from investing activities: | | |
| Dividends and interest income from Investments | 48,843 | 26,004 |
| Proceeds from sale of investments | | 27,001 |
| Income from Lettings | | |
| Sale of fixed assets | 870,100 | 350,000 |
| Net cash provided by (used in) investing activities | 918,943 | 403,005 |
| Change in cash and cash equivalents in the year | 1,368,070 | 242,756 |
| Cash and cash equivalents at the beginning of the year | 680,955 | 438,198 |
| Cash and cash equivalents at the end of the year | 2,049,024 | 680,955 |
| Cash and cash equivalent include: | | |
| Short term investments | 1,990,689 | 618,399 |
| Cash at bank | 58,335 | 62,556 |
| Total cash and cash equivalents | 2,049,024 | 680,955 |

The charity had no debt during the current or previous year

Leeds South & West Methodist Circuit 27/01



Year ended 31 August 2025 - Notes to the Accounts

1. Basis of Accounting and Accounting Policies

a) Accounting Standard

The accounts have been prepared in accordance with the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019).

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

b) Public Benefit Entity

The Leeds South & West Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s) below.

c) 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. The accruals basis has been used and trustees present accounts that show a true and fair view of the Circuit's financial position and activities.

d) Content

The financial information presented is relevant, reliable, comparable, and complete. Where estimates are used these are based on experience, research, and judgment. The accounts are expressed in £Sterling, rounded to the nearest pound.

e) Going Concern

Based on the monetary assets and human resources available at the end of the year, the trustees believe that the Circuit is a going concern

f) Consolidation

The Circuit has denominational regulatory oversight in respect of the work of the churches within the circuit but has no legal or operational control of those churches and their governing bodies except in extreme circumstances. For this reason, the financial statements of churches within the circuit are not consolidated into these financial statements.

g) Income Recognition

Income is brought into account when there is entitlement, and the amount is reliably measurable once it is more likely than not that the economic benefit of the income will be forthcoming.

Individual amounts categorised as 'Other income' in the SOFA will be shown separately if they are considered material.

The Circuit acts as Agent in three matters

- the collection from Churches and payment over of their contributions to various Funds controlled and administered by the Methodist church – ‘Connexional Funds’
- the administration (application, collection, and disbursement) of grants requested by Churches within the Circuit from, but not limited to, the District and Connexion.
- the administration (payment and reimbursement) of church employee wages.

In all these matters the transactions are not reflected in the SOFA because they are the income of either the connexion or church as appropriate. Instead, the transactions are disclosed in the Notes to the Accounts as required by SORP(FRS102), module 19.12.

In accordance with the Charities SORP (FRS102), the time of volunteers is not recognised. If goods are donated, a value will be shown in the SOFA or Notes where a value is considered material.

h) Expenditure

This is recognised when a liability is incurred, or a constructive obligation arises, where the amount is reliably measurable, and it is considered more likely than not that there will be an outflow of economic benefit.

i) Grants & fixed term appointments

Grants made by the Circuit from its own funds are recognised in full at the time of agreement to make a grant or when the Circuit accepts that there is a legal or operational obligation to make the payment if it subject to performance conditions. 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 in accordance with the originally agreed terms. In cases where the grant has been charged to one fund but for ease of payment has been transferred to another fund any future payment provision is applied to the fund from which the grant will ultimately be paid. Salaries agreed for fixed term employees are also treated as such and a provision will be made.

j) VAT

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

k) Tangible fixed assets for use by the Circuit

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

The freehold property and/or long leasehold residential property is shown in the accounts at deemed historical cost representing each property's gross carrying value as at 1 September 2015. No depreciation is provided on the building because the trustees consider the current residual value of the property in its present condition to be not less than its historical cost and, in the absence of any evidence of impairment, any depreciation provision for the building component of the property would be immaterial.

From time to time the Circuit may be required to assume responsibility for church premises following closure and cessation of worship. This results in the Circuit becoming Managing Trustees of the property. At that time, the property is recognised as an asset at its anticipated sale price as determined by professional valuation. Any expenditure on such assets if held for reinvestment of the proceeds, as the trustees determine, that is likely to enhance the sale value is capitalised at the time the expenditure is incurred. Where the proceeds are intended to be spent on activities, the property is included in current assets at the lower end of cost and realisable value. The Circuit has made use of the deemed cost option on transitioning to FRS102, as outlined above.

l) Monetary investments

The Circuit's investments are in monetary assets classified as basic financial instruments under FRS102 and are held by the Trustees for Methodist Church Purposes (TMCP) as Custodian Trustee. The valuation, at market value, are those provided by TMCP. The unrealised gains arising on investments at the end of the year are shown in the SOFA.

m) Investment Properties

From time to time the Circuit may hold residential property (formerly manses) which is surplus to its normal staffing requirements. Where this is the case and it is anticipated that the property is unlikely to be used as a manse within a period of 2 years, the property is classed as Investment Property (whether let out or not) and lets are at market rates unless there is a compelling reason not to do so in furtherance of the Circuit's charitable objectives. Any such cases are specified within the accounts.

n) Receivables and Payables: Bank and Cash (Basic Financial Instruments)

Debtors are stated at the amounts owed to the Circuit or prepaid. Creditors are initially recognised at settlement amount after any trade discounts, where normal credit terms apply, or the amount advanced to the Circuit. Subsequently creditors that are current liabilities are measured at the cash or other consideration expected to be paid. The liquid funds of bank balances and deposit fund balances are shown at their realisable values.

o) Methodist Connexional Funds

The Methodist Church Connexion raises assessments against circuits, and these are paid quarterly to their districts. The circuits raise assessments against churches in their circuit. The district quarterly remits the sum received from the circuits. The district retains a portion from this circuit assessment to meet its own cost and is listed separately to the connexional total in these accounts. The circuit acts as Agent for ad hoc collections for various funds controlled and administered by the Methodist Church and these are detailed in the Related Parties section.

p) Funds

The trustees have adopted a policy for all unrestricted reserves which is included as Appendix B. The funds held constitute: General Funds held for any purpose of the Circuit which are Unrestricted. The Circuit Model Trust Fund which has wide purposes defined in Standing Orders and is categorised as unrestricted. Restricted funds which are held for a narrower specified purpose. Designated funds are for earmarked projects but can be reallocated according to priorities. We have no Endowment funds. Details of each material fund are disclosed in the accounts. Any funds may be represented by more than just cash.

q) Minister's Manse Costs

The Circuit is required to provide accommodation for each minister in the circuit and their families and this is seen as a benefit to the circuit. Ministers are expected to occupy the manse provided for them. The circuit bears the costs of repairs, maintenance, buildings insurance, council tax and water charges. These figures are not separately disclosed as benefits-in-kind for ministers as HMRC does not seek to tax these receipts in the hands of ministers.

r) Subsequent Events

Events after the reporting period: An event, which could be favourable or unfavourable, that occurs between the end of the reporting period and the date that the financial statements are authorised for issue.

Adjusting event: An event after the reporting period that provides further evidence of conditions that existed at the end of the reporting period, including an event that indicates that the going concern assumption in relation to the whole or part of the enterprise is not appropriate.

Non-adjusting event: An event after the reporting period that is indicative of a condition that arose after the end of the reporting period.

2. Glossary of Terms

CFB: Central Finance Board of the Methodist Church manages a Common Deposit Fund and a series of pooled investment funds for Methodist entities in Great Britain and provide investment advice to those entities.

Church: a group of members from twelve to more than three hundred.

Circuit: A group of Methodist Churches and Local Ecumenical Partnerships with a methodist component in a geographically defined area, typically between 10 and 30.

Circuit Meeting: The Trustees of the Circuit, most of whom are appointed by their local Churches and others by virtue of a role they undertake for the Circuit and/or local Churches.

CLT: Circuit Leadership Team: A group (comprising mostly, but not exclusively) of Circuit Trustees responsible for the day-to-day administration and policy formulation of the Circuit. The CLT comprises the Presbyters and Deacons stationed within the Circuit, The Circuit Stewards, including a finance steward and the Lay employees.

CMTF: Circuit Model Trust Fund.

Connexion: The Methodist Church in Great Britain which includes the Head Office in London, all Methodist Districts, Circuit and Churches in Great Britain.

Connexional Funds: The Designated and/or Restricted Funds held and administered by the Connexion in furtherance of its charitable and mission objectives.

Deacon: A Deacon is an ordained role within the Methodist Church and a religious order. It is a way of life which expresses the servant ministry of Christ by the whole people of God to the world. Deacons exercise caring, pastoral, evangelistic and outreach ministries in accordance with their gifts.

District: a group of contiguous Circuits, usually between 15 and 30.

FRS: Financial Reporting Standard..

HMRC: His Majesty's Revenue and Customs

Lay Employees: Personnel employed by the Circuit on accepted commercial employment terms.

LEP: Local Ecumenical Partnership, A group of denominations who agree to work together as one unit. The agreement may be to share buildings, worship or financial and governance structures and may vary in detail from Partnership to partnership.

MMPS: Methodist Ministers' Pension Scheme.

Pensions Trust: The organisation through which the Circuit arranges a pension scheme for its lay employees.

Presbyters (including Superintendent): Probationer or Ordained Methodist Minister who have pastoral and administrative responsibility for the Churches within a Circuit. They are placed (stationed) in a circuit who look after their accommodation, stipends and welfare and they usually take pastoral charge of a designated set of churches. The Superintendent carries the additional responsibility for overseeing the running of the Circuit.

SOFA: Statement of Financial Activities.

SORP: Statement of Recommended Practice.

Stipend: A regular fixed sum paid to ordained staff in lieu of a Salary. It is taxed in the same way a salary would be treated.

TMCP: Trustees of Methodist Church Purposes, the legal owner and Custodian Trustee of all Methodist Model Trust property, including legacies, Endowments and Accumulated Funds.

3. Donations & Legacies

A legacy was received as well as donations towards postal costs and circuit resources provided.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|---------------------------------|----------------|------|------------|-----|----------------|------------|
| Donations & Legacies | | | | | | |
| Legacies & Bequests | 942,186 | | | | 942,186 | |
| Donations & Collections | 1,025 | | 400 | | 1,425 | 175 |
| Total | 943,211 | | 400 | | 943,611 | 175 |

4. Assessments from Churches

In 2024/25 the circuit had 15 churches. Each is assessed for a contribution to meet the overall net costs of the circuit. Known income from other sources is taken into account. The circuit continues to reassess contributions by membership and relative financial strength, in order to share the costs as fairly as possible. The plan also allows for savings to be used to help manage change. 2 churches transferred to Circuit trusteeship in 24/25 and the budget has taken this into account.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|----------------------------------|----------------|------|-------|-----|----------------|----------------|
| Assessments from Churches | | | | | | |
| Adel | 14,133 | | | | 14,133 | 13,333 |
| Beeston Hill | 15,299 | | | | 15,299 | 14,631 |
| Central | 11,922 | | | | 11,922 | 11,247 |
| Farsley | 14,744 | | | | 14,744 | 14,744 |
| The Grove | 62,311 | | | | 62,311 | 58,503 |
| Headingley | 34,399 | | | | 34,399 | 32,452 |
| Highfield | 14,524 | | | | 14,524 | 14,584 |
| Hyde Park | 13,846 | | | | 13,846 | 13,062 |
| New Whingate | 21,500 | | | | 21,500 | 20,000 |
| Rodley | 3,800 | | | | 3,800 | 3,620 |
| St Andrew's, Beeston | 24,525 | | | | 24,525 | 23,269 |
| St Andrew's, Pudsey | 33,920 | | | | 33,920 | 32,000 |
| St John's | 8,155 | | | | 8,155 | 7,693 |
| St Mark's | 14,862 | | | | 14,862 | 14,862 |
| Trinity, Bramley | 40,009 | | | | 40,009 | 37,745 |
| Closed Churches | 17,826 | | | | 17,826 | 55,877 |
| Total | 345,775 | | | | 345,775 | 367,623 |

5. Other Charitable Activities

Some final funds from the closure of Cookridge and Hunslet Worshipping communities were received and the church buildings moved into Circuit trusteeship. The Circuit Office acts as treasurer for Adel, St Andrew's Pudsey, Farsley, St Marks & St John's for which a charge is made. Youth is the cost of the 3 generate weekend. Sales income represents bulk-buying/reselling to churches for regular resources. Benevolence funds for the relief of poverty were passed from a closing church and income towards training was received.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|------------------------------------|----------------|------|---------------|------------|----------------|---------------|
| Other Charitable Activities | | | | | | |
| Property Received into Circuit | 850,000 | | | | 850,000 | |
| Closed Church balances | 6,251 | | 66,954 | | 73,205 | 4,914 |
| Circuit Finance Support Income | 2,400 | | | | 2,400 | 1,800 |
| Youth Income | 2,041 | | | | 2,041 | 1,300 |
| Sales Income | 681 | | | | 681 | 520 |
| Benevolence Income | | | | 151 | 151 | |
| Other Revenue | 70 | | | | 70 | 540 |
| Pension Reserve Fund | | | | | | 76,286 |
| Total | 861,443 | | 66,954 | 151 | 928,548 | 85,360 |

6. Income from Lettings

Cookridge & Hunslet premises still offer community space and rental has been paid for this use. The Woodside tenant has left.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|-----------------------------|---------|------|---------------|-----|---------------|---------------|
| Income from Lettings | | | | | | |
| Cookridge | | | 17,329 | | 17,329 | |
| Hunslet | | | 6,795 | | 6,795 | |
| Woodside | | | | | | 22,502 |
| Total | | | 24,124 | | 24,124 | 22,502 |

7. Investments

Interest and dividends received on cash and investments. The circuit is currently taking investment advice regarding its increasing funds.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|--------------------------|---------------|---------------|-------|-----------|---------------|---------------|
| Investment Income | | | | | | |
| Interest Income | 34,808 | 9,178 | | 94 | 44,080 | 20,113 |
| Dividend Income | 2,518 | 2,245 | | | 4,763 | 5,892 |
| Total | 37,326 | 11,423 | | 94 | 48,843 | 26,004 |

8. Stipends, Salaries, NIC & Pensions

The Superintendent and the other presbyters are considered Key Management personnel. The members of the Circuit Meeting are the trustees of the charity. No employees received benefits of more than £60,000. There is no accrual for holiday pay as it is immaterial. Holidays for ordained staff ends 31st August. All staff are paid at or above the living wage. Stipends were paid to 4 presbyters and 1 Deacon who were all full time. Salaries were paid to 2 part time administrators (1.4 FTE). 1 part time Minister lives in a manse, draws no salary and only claims travel & expenses - this arrangement ended in Dec 2024.

Most ordained people are members of the Methodist Ministers' Pension Scheme (MMPS). This is a defined benefit scheme. The Connexion accounts for this in the annual Methodist Church in Great Britain accounts.

A defined contribution pension scheme in place for lay employees. Employers contribute 6% and employees from 2-6%. to avoid multiple schemes, some churches moved their people onto our payroll and share central administration. We currently deal with the payroll and pensions for employees based at The Grove, St Andrew's Pudsey, Adel, Farsley and Headingley. We administer the HR and pass the payment back to churches for reimbursement. These salary figures are not in the accounts except in the "collected/received for others" total and amount to £67,252. Cookridge and Hunslet employees are now under Circuit trusteeship. FTE = Full time equivalent

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|--------------------------------|----------------|------|-------|-----|----------------|----------------|
| Stipends & Salaries | | | | | | |
| Ministers | | | | | | |
| Ministers Stipends | 158,202 | | | | 158,202 | 148,104 |
| Pension Costs | 31,020 | | | | 31,020 | 39,059 |
| Employers National Insurance | 17,177 | | | | 17,177 | 14,306 |
| Computers for ministry | 1,035 | | | | 1,035 | 970 |
| Ministers Expenses | 591 | | | | 591 | 921 |
| Apprenticeship levy | 730 | | | | 730 | 750 |
| Total Ministers | 208,755 | | | | 208,755 | 204,110 |
| Lay Employees | | | | | | |
| Salaries | 48,221 | | | | 48,221 | 44,165 |
| Pension Costs | 2,748 | | | | 2,748 | 2,588 |
| Employers National Insurance | 4,575 | | | | 4,575 | 3,441 |
| Apprenticeship Levy | 258 | | | | 258 | 234 |
| Payroll Expenses | 576 | | | | 576 | 576 |
| Total Lay Employees | 56,377 | | | | 56,377 | 51,004 |
| Total | 265,132 | | | | 265,132 | 255,114 |

9. Connexional Assessments

The District Assessment is calculated relative to the proportion of church members and ordained staffing levels across all circuits in the District. The Methodist Church Fund is also calculated similarly and collected by the District to pass to the Connexion.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|--------------------------------|---------------|------|-------|-----|---------------|---------------|
| Connexional Assessments | | | | | | |
| Methodist Church Fund | 74,652 | | | | 74,652 | 72,344 |
| District Assessment | 16,548 | | | | 16,548 | 16,924 |
| Total | 91,200 | | | | 91,200 | 89,268 |

10. Telephone & Travel

The Circuit provides or pays for 1 broadband and phone connection for each ordained member of staff. Where possible, this is provided directly to avoid a tax liability for the individual, but some are claimed through expenses. The office at Wesley Road also has phone and broadband and the property caretaker has a mobile. Travel is reimbursed at standard Inland Revenue rates.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|-------------------------------|--------------|------|-------|-----|--------------|--------------|
| Telephone & Travel | | | | | | |
| Ministers | | | | | | |
| Telephone & Internet | 3,133 | | | | 3,133 | 2,260 |
| Travel | 2,578 | | | | 2,578 | 2,653 |
| Lay Employees | | | | | | |
| Telephone & Internet | 1,628 | | | | 1,628 | 1,443 |
| Travel | 28 | | | | 28 | |
| Total | 7,367 | | | | 7,367 | 6,356 |

11. Insurances & Utility Costs

The Circuit owns 6 manses to house their ministers. 1 is currently empty but due to house a Deacon for the City Centre in 25/26. Rental will be received for this use as the work is funded and coordinated by the District. The previous 7th property, Fraser Avenue was sold during the year as part of a replacement scheme.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|---|---------------|------|-------|-----|---------------|---------------|
| Insurance & Utility Costs (manses) | | | | | | |
| Council Tax | 13,594 | | | | 13,594 | 17,375 |
| Insurance | 6,652 | | | | 6,652 | 7,740 |
| Water | 3,286 | | | | 3,286 | 3,182 |
| Light, Power, Heating | 968 | | | | 968 | (1,121) |
| Total | 24,501 | | | | 24,501 | 27,176 |

12. Maintenance on Manses

£3000 per manse on average is budgeted yearly in the assessment for repairs but may not be equally used. Additionally, £30,000 is designated from reserves for more major repairs and quinquennial work. Whitecote Hill had significant work to upgrade the property for future use including roof repairs and a new kitchen. Swallow Close had a new Boiler and Chestnut Drive also required roof repairs.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|--------------------------------|---------------|------|-------|-----|---------------|---------------|
| Maintenance on Manses | | | | | | |
| Kitchen Replacement | 14,200 | | | | 14,200 | |
| Roof Repairs | 13,092 | | | | 13,092 | |
| Internal Decoration | 7,151 | | | | 7,151 | |
| Carpets & Curtains Replacement | 6,003 | | | | 6,003 | |
| Plumbing & Heating Repairs | 5,740 | | | | 5,740 | 2,746 |
| Boiler Replacement | 2,762 | | | | 2,762 | 2,750 |
| Garden, Fence, Gutter repairs | 1,893 | | | | 1,893 | 1,108 |
| Alarm Maintenance & Repairs | 1,576 | | | | 1,576 | 666 |
| Gas & Electric Inspections | 938 | | | | 938 | 696 |
| Window & Door Repairs | 576 | | | | 576 | 210 |
| Manse Adaptations | 444 | | | | 444 | |
| Misc Repairs | 140 | | | | 140 | 260 |
| Electrical Repairs | 45 | | | | 45 | 370 |
| Bathroom Replacement | | | | | | 3,015 |
| External Repairs/Decoration | | | | | | 498 |
| Appliance repair/replace | | | | | | 131 |
| Total | 54,559 | | | | 54,559 | 12,450 |

13. Churches under Circuit Trusteeship

Lower Wortley Church Building was sold in May 25. Woodside Church is on the market. Wesley Road is being used by the circuit for office space and other activities and meetings. It is 80% owned by the Methodist Church and 20% by the Baptist denomination. Hunslet congregation has ceased to meet but the building is used by the community and we employ a caretaker. Cookridge moved to our accounts in Nov 24 and houses a pre-school as well as other user groups. Cookridge is for sale.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|---|---------|------|---------------|-----|---------------|---------------|
| Churches under Circuit Trusteeship | | | | | | |
| Hunslet Methodist Church | | | 20,809 | | 20,809 | |
| Cookridge Methodist Church | | | 12,805 | | 12,805 | |
| Wesley Road Chapel | | | 8,368 | | 8,368 | 3,979 |
| Woodside Methodist Church | | | 6,285 | | 6,285 | 27,315 |
| Lower Wortley Methodist Church | | | 2,369 | | 2,369 | 12,444 |
| Total | | | 50,636 | | 50,636 | 43,739 |

14. Bad & Doubtful Debts

Partial refund from Cottingley Community Centre received which was previously marked as doubtful

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|---------------------------------|----------------|------|-------|-----|----------------|---------------|
| Bad & Doubtful Debts | | | | | | |
| Recovered Funds | (2,001) | | | | (2,001) | 23,653 |
| Total | (2,001) | | | | (2,001) | 23,653 |

15. Support Costs

Connexional and property levies are taken from property sales on a sliding scale. Governance Costs includes church /manse quinquennial inspections, surveys, legal and account inspection fees

Admin is mainly the office costs of printing and purchases of materials. It includes Safeguarding costs, and website maintenance. Youth charges are the costs of the 3 Generate weekend. Training & resources represent training our staff and volunteers and the materials needed to do this or add to our resource library. Preaching expenses are travel expenses and, where applicable, the set fee due to supernumerary minister preaching appointments. Citizens is the fee to be part of this charity that works for improvements in society. The Grove is the on-going charge for the use of their carpark space. Bank charges - TMCP, the custodians of the circuit's investments charges are based on the value of the individual funds at the beginning of the year. CAF bank also has monthly charges each month. Purchase costs are the bulk purchasing of items for churches to minimise costs to them. Benevolence Payments are discretionary funds to relieve hardship, paid to individuals or charities who are in need. Up to 1.5% of the general balance may be used if required if a balance is not held.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|-------------------------------|---------------|----------------|-------|-----------|----------------|----------------|
| Support Costs | | | | | | |
| Connexional & Property Levies | | 290,174 | | | 290,174 | 112,926 |
| Governance Costs | 21,031 | 24,665 | | | 45,696 | 38,430 |
| Admin | 4,419 | | | | 4,419 | 5,782 |
| Training & Resources | 3,439 | | | | 3,439 | 1,189 |
| Preaching Expenses | 3,016 | | | | 3,016 | 2,493 |
| Citizens | 2,100 | | | | 2,100 | 2,000 |
| Occupational Health Costs | 1,832 | | | | 1,832 | |
| IT Purchases/repair | 1,069 | | | | 1,069 | |
| Car Parking - The Grove | 1,000 | | | | 1,000 | 1,000 |
| Bank Charges | 599 | 358 | | 7 | 963 | 836 |
| Youth Expenses | 930 | | | | 930 | 3,840 |
| Misc Expenses | 398 | | | | 398 | 109 |
| Purchase Costs | 280 | | | | 280 | |
| Benevolence Payments | | | | 21 | 21 | 590 |
| Total | 40,112 | 315,197 | | 27 | 355,336 | 169,195 |

16. Grants & Donations

When a grant has been agreed, a provision is made for its payment if not paid immediately. A grant was made towards a Youth worker based at Trinity Methodist Church over 3 years (£10,000 x3)

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|-------------------------------|---------------|---------------|-------|-----|---------------|---------------|
| Grants & Donations | | | | | | |
| Agreed Grants not yet paid | | | | | | 30,000 |
| Grants paid | | | | | | |
| Grant - The Grove | | 30,000 | | | 30,000 | |
| Grant - St Marks | 12,800 | | | | 12,800 | 490 |
| Grant - Headingley | 640 | | | | 640 | |
| Grant - New Whingate | | | | | | 9,500 |
| Grant - Hyde Park | | | | | | 3,000 |
| Total | 13,440 | 30,000 | | | 43,440 | 42,990 |

| Previously agreed grants paid | General | CMTF | Desig | Res | 24/25 | 23/24 |
|--------------------------------------|----------------|-------------|--------------|------------|---------------|---------------|
| Chaplaincy Year 2 of 5 | 10,000 | | | | 10,000 | 10,000 |
| Meanwood - InterAct Year 7 of 10 | 10,000 | | | | 10,000 | 10,000 |
| Trinity Youthworker Year 1 of 3 | 10,000 | | | | 10,000 | |
| Total | 30,000 | - | - | - | 30,000 | 20,000 |

17. District Advance Fund

The District Advance Fund is financed by a levy to support District grants to projects. It is calculated on all circuits on their CMTF account balance as at 31st Aug in previous accounting year. It is a sliding scale from 2.5% to 7.5%

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|------------------------------|----------------|-------------|--------------|------------|--------------|--------------|
| District Advance Fund | | | | | | |
| District Advance Fund | | 3,002 | | | 3,002 | 2,579 |

18. Transfers/Adjustments

Money from property sales is received into the Circuit Model Trust Fund.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|-------------------------|----------------|-------------|--------------|------------|--------------|--------------|
| Transfers | | | | | | |
| Transfers between funds | (31,890) | 25,715 | 6,263 | (88) | | |

19. Gains & Losses

Investments are shown at market value

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|---|----------------|----------------|--------------|------------|----------------|----------------|
| Gains and Losses | | | | | | |
| Gain/loss on sale of Fixed Assets | | 320,100 | | | 320,100 | 100,000 |
| Gain/loss on Revaluation of Investments | 2,381 | 196 | | | 2,578 | 21,022 |
| Total | 2,381 | 320,296 | | | 322,678 | 121,022 |

20. Debtors & Prepayments

All sums shown as debtors in 23/24 were received in the following year apart from the provisions for bad debts. All sums paid in advance at 24/25 were for activities in 25/26.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|----------------------------------|---------------|------|---------------|-----|---------------|---------------|
| Debtors & Prepayments | | | | | | |
| Stipends | 14,502 | | | | 14,502 | 17,065 |
| Insurances | | | 6,213 | | 6,213 | |
| Assessments | 1,277 | | | | 1,277 | |
| Lettings | | | 5,994 | | 5,994 | |
| Cottingley | | | | | | 6,001 |
| Rental Arrears | | | | | | 17,652 |
| Provision for Bad Debts | | | | | | (23,653) |
| Total | 15,779 | | 12,207 | | 27,986 | 17,065 |

21. Creditors & Accruals

All sums accrued in 24/25 will be paid in 25/26 unless indicated.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|--|------------------|------|-------|-----|------------------|------------------|
| Creditors & Accruals | | | | | | |
| Creditors & Accruals | | | | | | |
| Church Assessments | (79,371) | | | | (79,371) | (86,989) |
| Audit Fee | (16,000) | | | | (16,000) | (17,220) |
| Total Creditors & Accruals | (95,371) | | | | (95,371) | (104,209) |
| Grants agreed - not yet paid | | | | | | |
| Grants agreed < 1 year | (30,000) | | | | (30,000) | (30,000) |
| Grants agreed > 1 year | | | | | | |
| Grants agreed > 1 year | (40,000) | | | | (40,000) | (70,000) |
| Total Grants agreed > 1 year | (40,000) | | | | (40,000) | (70,000) |
| Total Grants | (70,000) | | | | (70,000) | (100,000) |
| Total | (165,371) | | | | (165,371) | (204,209) |

22. How funds are held

Monetary Balances held at the CFB and at CAF bank are all available on demand without loss of interest. The split of these balances across the funds is arbitrary but where possible balances are not shown as negative. The funds that support the Circuit Model Trust Fund are held by TMCP in the Trustees Interest Fund and interest is credited to the account regularly (along with dividends from the Equity funds shown in investments above).

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|----------------------------------|------------------|---------------|----------------|--------------|------------------|----------------|
| How cash is held | | | | | | |
| TMCP accounts | | | | | | |
| Circuit Model Trust Fund (Tif) | | 12,685 | | | 12,685 | 3,646 |
| General Purposes Wesley Road LEP | 619 | | | | 619 | 619 |
| F&O Waters Fund (Tif) | | | | 2,010 | 2,010 | 2,010 |
| Var - Ex Cookridge (Tif) | 955,753 | | | | 955,753 | |
| Total TMCP accounts | 956,373 | 12,685 | | 2,010 | 971,068 | 6,276 |
| CFB | 888,911 | | 130,580 | 131 | 1,019,621 | 612,123 |
| Cash | 440 | | | | 440 | 253 |
| CAF Main Account | 56,282 | | | | 56,282 | 61,630 |
| CAF Debit card account | 1,613 | | | | 1,613 | 672 |
| Total | 1,903,618 | 12,685 | 130,580 | 2,141 | 2,049,024 | 680,955 |

23. Payments to Trustees

Expense payments primarily relate to reimbursement for local preaching or travel costs apart from staff costs. 4 trustees were paid preaching expenses compared to 11 in the previous year. 8 people received a salary or stipend compared to 7 last year.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|------------------------------------|----------------|------|-------|-----|----------------|----------------|
| Payments to Trustees | | | | | | |
| Stipends & salaries (less charges) | 263,568 | | | | 263,568 | 253,554 |
| Preaching Expenses - Trustees | 1,337 | | | | 1,337 | 1,626 |
| Total | 264,905 | | | | 264,905 | 255,180 |

24. Audit Fees

Payments made or accrued for the cost of the audit of the current year's accounts

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|--------------------------|---------------|------|-------|-----|---------------|---------------|
| Audit Fees | | | | | | |
| Audit & Accountancy fees | 17,056 | | | | 17,056 | 16,000 |
| Total | 17,056 | | | | 17,056 | 16,000 |

25. Collected and passed to others

The Circuit acted as Agent either in the collection or facilitation of the monies below and they do not form part of the Circuit's accounts. Related party transaction has been paid on and logged as received directly from the church.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|---------------------------------------|---------|------|-------|-----|----------|----------|
| Collected and passed to others | | | | | | |
| Payments received - church salaries | | | | | 67,252 | 58,178 |
| Payments made - church salaries | | | | | (67,252) | (58,178) |
| Subtotal | | | | | | |
| Payments received for others | | | | | 11,624 | 30,326 |
| Payments made for others | | | | | (11,624) | (30,326) |
| Subtotal | | | | | | |
| Connexional Funds received | | | | | 5,802 | |
| Connexional Funds passed on | | | | | (5,802) | |
| Subtotal | | | | | | |

26. Property & Investments

The circuit owns 6 manses: 1 in occupied by a district employee and 1 is unoccupied awaiting a new minister. 5 church buildings are in circuit trusteeship. These are shown at valuation at time of transfer into the accounts.

Connexional levies are charged on any sale after £20k (20% on the remainder of the first £100k and 40% on the rest are taken unless funds are for a replacement project). TMCP is the legal owner and custodian trustee of all methodist church property. Equities are regarded as medium or long term investments.

| Account Name | General | CMTF | Desig | Res | 24/25 | 23/24 |
|-----------------------------------|------------------|----------------|-------|-----|------------------|------------------|
| Property & Investments | | | | | | |
| Manse | 1,700,606 | | | | 1,700,606 | 2,000,606 |
| Churches | 1,590,000 | | | | 1,590,000 | 990,000 |
| Investments | 138,479 | 106,586 | | | 245,065 | 242,487 |
| Total Fixed Assets | 3,429,085 | 106,586 | | | 3,535,671 | 3,233,093 |

27. Cashflow from Operating Activities

Cashflow from Operating Activities

| | 24/25 | 23/24 |
|--|----------------|------------------|
| Net cash provided by (used in) operating activities | | |
| Net Income | 1,720,408 | (49,834) |
| Income from investments | (48,843) | (26,004) |
| Income from lettings | | |
| Fixed Asset Investment donations | | |
| Loss/(gain) on investment assets | (2,578) | (21,022) |
| Gain on sale of fixed assets | (320,100) | (100,000) |
| Provisions | (2,001) | 23,653 |
| Property received into Circuit Control | (850,000) | |
| Increase/(decrease) in debtors | (8,921) | (17,940) |
| Increase/(decrease) in creditors | (38,839) | 30,899 |
| Net cash provided by (used in) operating activities | 449,127 | (160,249) |

28. Fund Movements

| Unrestricted Funds | Opening Balance | Income | Expenditure | Transfers/ Adjustments | Closing Balance | Purpose of the funds |
|---|--------------------|-----------|-------------|---------------------------|--------------------|--|
| Detailed analysis of individual fund movements | | | | | | |
| 1. General | 392,472 | 1,337,756 | (494,310) | 518,110 | 1,754,027 | General operations |
| 2. General Investments | 136,097 | - | - | 2,381 | 138,479 | General operations |
| 3. General Property | 2,990,606 | 850,000 | - | (550,000) | 3,290,606 | Value of property |
| 4. CMTF | 3,646 | 11,423 | (348,198) | 345,815 | 12,685 | property sales/investment income, use per CPD |
| 5. CMFT Investments | 106,390 | - | - | 196 | 106,586 | |
| 6. Churches under Circuit Trusteeship (Designated) | 95,682 | 91,478 | (50,636) | 6,263 | 142,787 | Closed church income to support assets inherited |
| Subtotal | 3,724,893 | 2,290,656 | (893,145) | 322,765 | 5,445,170 | |
| 7. TMCP Waters Fund (Restricted) | 2,010 | 94 | (7) | (88) | 2,010 | Children's participation in music and worship |
| 8. Benevolence Funds (Restricted) | - | 151 | (21) | - | 131 | Fund for the relief of poverty |
| Subtotal | 2,010 | 245 | (27) | (88) | 2,141 | |
| Total | 3,726,903 | 2,290,901 | (893,172) | 322,678 | 5,447,311 | |

29. Property & Investments The circuit owns 6 residential properties and 5 churches. * Land/building split estimated at 60/40

| Tangible Fixed Assets | Residential Land* | Other Land* | Manse & Churches | Investment property | 24/25 Total |
|-----------------------|----------------------|-------------|---------------------|------------------------|-------------|
| BalB/fwds | 1,200,364 | 594,000 | 1,076,242 | 120,000 | 2,990,606 |
| Additions | | 510,000 | 340,000 | | 850,000 |
| Revaluation disposals | | | | | - |
| Transfers | (180,000) | (150,000) | (100,000) | (120,000) | (550,000) |
| Balance C/Forward | 1,020,364 | 954,000 | 1,316,242 | - | 3,290,606 |
| Net Book Value | | | | | |
| BalB/fwds | 1,200,364 | 594,000 | 1,076,242 | 120,000 | 2,990,606 |
| Balance C/Forward | 1,020,364 | 954,000 | 1,316,242 | - | 3,290,606 |

30. Investments

| | Bal B/fwds | Additions | Revaluation | Transfers | 24/25 Total |
|-------------|------------|-----------|-------------|-----------|-------------|
| Investments | | | | | |
| Investments | 242,487 | | 2,578 | | 245,065 |

31. Related Party Transactions

| Related party transactions (RP) | | | | | |
|--|---------------------------------|---------|----------|----------------------|--------------------|
| This year | | | | | |
| Name of related party | Relationship | Income | Payments | Received & passed on | Description |
| Methodist Church Fund | National Church Fund | | 74,652 | | Circuit Assessment |
| Methodist District | Yorkshire - West District Funds | | 16,548 | | Circuit Assessment |
| Church assessments | Local churches in circuit | 345,775 | | | Church Assessment |
| Mission in Britain Fund | Methodist Charity | | | 755 | |
| Fund for Support of Presbyters & Deacons | Methodist Charity | | | 901 | |
| Fund for Property | Methodist Charity | | | 945 | |
| World Mission Fund (inc JMA) | Methodist Charity | | | 2,125 | |
| World Mission Fund (Easter Offering) | Methodist Charity | | | 806 | |
| Methodist Fund for Training | Methodist Charity | | | 195 | |
| Methodists Ministers' Housing | Methodist Charity | | | 75 | |
| Total | | 345,775 | 91,200 | 5,802 | |

Related Party Transactions

Ministers

Stipends and allowances for Presbyters and Deacons (collectively Ministers) are set annually by the Methodist Conference, and the Circuit is responsible for meeting those costs for all Ministers stationed by the Conference in the Circuit.

The following Ministers received the basic stipend of £31,020 (2024 - £29,040): plus pension contributions of £6204 (2024 – £7,812). Pension contributions were reduced in 24/25 due to a return to the surplus position of the fund.

- Rev J Lightowler, Rev P Brazier, Rev M Onyett, Rev R Ward, Deacon G Austin-Bride

All were provided with living accommodation as required by the church’s standing orders and the total ministerial travel and expense claims are detailed in note 11

In addition to the basic stipend the following Connexionally agreed additional allowances were paid:

- Revd J Lightowler Superintendent Minister’s allowance, 10% of stipend = £3,102 (2024 - £2,904).
- An annual allowance is also paid to each minister in order to purchase or maintain a computer for ministry of £207 (2024 - £194)

Rev K Hunt worked on a “house for duty” basis, receiving no stipend but was provided with the same living accommodation outlined above and travel and preaching expenses which totalled £318. This arrangement ended in December 2024.

Local preachers

Five local preachers/supernumerary ministers who are also trustees of the Circuit Meeting were paid preaching fees amounting to £1,337 in total (2024 – eleven preachers were paid £1,626).

Other payments

During the year no other Trustees claimed travel expenses (other than those paid a salary or stipend) (2024 – £0).

In 24/25 three Trustees were employed by the circuit.

Miss H C Boocock is employed as a Circuit Administrator. Her total remuneration, including pension contributions in the year was £20,804. (2024 - £19,591).

Mrs A E Hartley is employed as a Circuit Administrator. Her total remuneration including pension contributions in the year was £27,738 plus travel expenses of £28. (2024 - £26,120).

Mr P Metcalfe is employed as a property caretaker since May 25. His total remuneration in the year was £2,427

32. Subsequent Events

Sales

Following the year end, the circuit accepted offers on both the Woodside and Cookridge churches totalling £1,851,000. The sales processes are at the early stages with heads of terms just being drafted.

Purchases

Leeds South & West Circuit has received back from Connexion the levy of £168,110 from the previous disposal of a manse. We have paid a deposit on a replacement manse with a market value of £545,000. Because we expect to complete well within 5 years (which is the length of time connexional rules allow for a previous levy to be returned for reinvestment in a replacement manse), the above levy is being used towards this purchase.

Leeds South & West Circuit
DECLARATIONS

Treasurer

I confirm that these accrual-based accounts for the year ended 31st Aug 2025 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit Meeting.

Signature of
Treasurer

Helen Boocock

Date

16/3/26

Name of Treasurer

Miss H C Boocock

Address

22 Burnett Rise, Queensbury,
Bradford, West Yorkshire, BD13 2DX

Presentation to the Circuit Meeting for approval.

I confirm that the accounts for the year ended 31 Aug 2025 were presented to the Circuit Meeting at its meeting on

16 Mar 2026

and were approved.

Signature of the
Chair of the meeting

Rev Jo Lightowler

Name of the Chair of
the meeting

Rev Jo Lightowler

Date

19/3/26



Leeds South & West Methodist Circuit

Appendices

- A. Trustees of the Charity**
- B. Reserves Policy**
- C. Last year's SOFA
and Balance sheet**

Leeds South and West 27/01

Constitution of the Circuit Meeting

Appendix A

S.O. 510 (i) Circuit Ministers and Supernumeraries

Revd Jo Lightowler
Revd Pete Brazier

Revd Mo Onyett
Deacon Guy Austin-Bride ☉

Revd Rach Ward

Revd Madeline Andrews

Revd Peter Reasbeck

Revd Keith Hunt

Circuit Stewards

Miss Anne Jackson
Mr Stuart Westerman
Mr Philip Maud

Miss Audrey Wilks
Mr Peter Cordwell
Mrs Elizabeth Smith

Mrs Janet Taylor
Mr Edmund Linfield ☉
Dr Rob Moore

S.O. 510 (ii) Residing in the Circuit

Revd David Goodall ☉

Revd Tim Nicholls

S.O. 510 (iv) Lay employees

Miss Cathy Boocock (Treasurer)
Mrs Erica Hartley (CM Sec) (& S.O. 510 v)

S.O. 510 (vi) Mrs Janet Taylor (sec of Local Preachers' & Worship Leaders' Meeting)

S.O. 510 (vii & viii) Church Representatives and Office holders

From each church, 1 church steward 1 church treasurer, 1 church rep or Where the presence of the senior steward, treasurer and one other representative does not provide three representatives to the Circuit Meeting from the local church (e.g. where the role of treasurer is fulfilled by circuit provision, or where the treasurer is also senior steward), additional representatives to bring the local church representatives to a maximum of three may be appointed.

| Church | Steward - S.O 510 (vii) | Treasurer S.O 510 (vii) | Rep S.O 510 (viii) |
|----------------------|-------------------------|-------------------------|----------------------|
| Adel | Mrs Michelle Rock | Miss Cathy Boocock* | Vacant |
| Beeston Hill | Mr Roy Sheard | Mrs Carol Normanton | Mrs Pauline Peacock |
| Central | Mr Paul Metcalfe | Mrs Margaret Metcalfe | Mrs Victoria Rose |
| Cookridge | Miss Elizabeth Beetham | Mrs Linda Storey | Mrs Jean Gosling |
| Farsley | Mrs Linda Kellett | Miss Cathy Boocock* | Mr John Procter |
| The Grove | Mrs Carol Hoyle | Mr Paul Thompson | Mrs Ann Bailey |
| Headingley | Dr Stephen Humphris | Prof Gordon Andrews | vacant |
| Highfield | Mr Aidan Jewitt | Mr Fred Jewitt | Mrs Andrea Evers |
| Hyde Park | Mr Sean Kelly | Mr Simon Brocksom | Mrs Sharon Brocksom |
| New Whingate | Mr Brian Draper | Mr Keith Harrison | Mrs Glynis Clarke |
| Rodley | Mr John Uren | Mr Brian Thornton | vacant |
| St Andrew's, Beeston | Mrs Elizabeth Smith* | Mr John Goacher | Mr John Strickland |
| St Andrew's Pudsey | Mrs Dorothy Stefanidis | Miss Cathy Boocock* | Mrs Carol Simpson |
| St John's | Mrs Susan Hogarth | vacant | Mr Emmanuel Oikelome |
| St Mark's | Mrs Margaret Tate | Mrs Helen Paine+☉ | Miss Sophie Lockwood |
| Trinity, Bramley | Mrs Janet Taylor* | Mrs Frances Wood | Mr David Wood |

* Duplication of trustee ☉Non-voting Trustee +Representative in lieu of Treasurer

S.O. 510 (ix) to be reviewed annually

Methodist Standing Order 010 Qualification for appointment states: (2(ii)) no person who has been convicted of or has received a simple or conditional caution from the police concerning an offence under the Sexual Offences Act 2003 or mentioned in Schedule 15 to the Criminal Justice Act 2003 or who is the subject of a risk assessment under Standing Order 237 as a result of which the Safeguarding Committee concludes that he or she presents a significant risk of serious harm to children, young people or vulnerable adults shall be appointed or re-appointed to any office, post or responsibility or engaged or re-engaged under any contract to which this sub-clause applies unless authority for the appointment or employment has been obtained under Clause (5) below. (See CPD)



Appendix B

RESERVES POLICY of

Leeds South & West Methodist Circuit

(*Church Council ☐ /Circuit Meeting ☒ /District ☐)

| | | |
|----|---|---|
| 1. | Unrestricted Funds held at Y/E 31/08/2025 (includes Circuit Model Trust Funds and excludes Property) | £ 1,892,506 Gen (inc Equities) £ 142,787 Designated <u>£ 119,271 CMTF</u> £ 2,154,565 Total |
| 2. | Restricted Funds held | £ 2,141 |
| 3. | Endowment Funds held | £ nil |
| 4. | Reserves policy for General Funds and CMTF Aims (1) To secure and sustain the Circuit's viability and future (2) To carry out its mission strategy (3) To give reassurance to the general public that the Circuit, which is a charity, intends to use all the resources in its care for the purposes of the charity Strategy Essentially the grouping provides for a) The ministerial oversight and pastoral care of 15 churches, including 3 local ecumenical partnerships b) The support of a staff team of 4 Ministers, and 3 part time lay staff responsible for admin, finance & property. c) The maintenance and improvement of 6 manses d) Mission Activities e) Property improvements and sustainability plans. f) Training and development of our people g) Financial provision for churches in difficulties h) Redundant churches and active community buildings maintenance Financial Plans General Accounts (includes legacy) £ 1,892,506 Church Buildings under Circuit responsibility £ 142,787 Circuit Model Trust Funds <u>£ 119,271</u> Unrestricted Funds Total £ 2,154,564 (plus Building Assets) The total free reserves of the Circuit are £2.154.564 Under Standing Orders, the Circuit must meet its financial obligations in relation to the support of its staff team and the maintenance of its property. The Circuit Assessment is reviewed annually and aims to covers the cost of our permanent staff. We also make provision for our property maintenance programme by: - Designating £3,500 per annum on average to maintain each manse within the assessment - A further £30,000 (see below) is designated within reserves designated for anticipated medium term expenditure, particularly in relation to Quinquennial Inspections. | |

We are advised to hold up to six month's General account expenditure in hand for emergencies and this has been set at £250,000.

Circuit Model Trust (unrestricted fund) £119,271 this fund is derived mainly from the sales of Chapels and manse and is used to support the needs of the circuit, along with General Fund, as outlined in the totals below.

Funds have also been set aside to support the additional church buildings which have passed to circuit control and to help societies as they close or merge together.

In summary, the Circuit has agreed the following designations to our finances across both the General, Designated & CMTF funds.

- £ 250,000 6 month's Expenditure
- £ 30,000 Property Maintenance plan
- £ 60,000 Church Contingency fund for emergencies, assessment non-payment
- £ 142,787 To support properties passed to circuit trusteeship.
- £ 10,000 Training, Resources and youthwork
- £ 21,000 statutory redundancy costs in case of emergency
- £ 243,857 Grants support to churches and circuit mission plans, building improvements, staffing or eco projects. The balance not allocated will be retained to provide income for this or used in the general budget as needed in line with the agreed investment plan.
- £ 120,000 to meet the assessment deficit in the current year
- £ 955,754 Legacy received – to be invested for income for Circuit/church projects outlined above.
- £ 321,166 reserved for replacement manse (£168,110 also held by Connexion that can be claimed)
- £ 2,154,564 (total of General, Designated and Model Trust)

Amounts already recognised in the circuit accounts and provisions made outside of this policy
£70,000 for Grants to Churches/Charities already agreed but not yet paid.

As redundant property is sold, the funds will be used in accordance with the Circuit Investment document to invest in our remaining church and circuit mission and maintenance plans and general budget needs.

Benevolence Policy

The Superintendent and/or CLT to be authorised to respond to crisis situations with individuals, as necessary, up to 1.5% of our cash resources as listed above and would come from our crisis budget (Gen/Model Trust) unless restricted funds are held which will be used first.

5. Policy for Restricted Funds

£2,010 for youth work, with an emphasis on helping children participate in music and worship.
£131 Benevolence funds inherited from a closed church and will form part of the benevolence policy.

6. Terms relating to Endowment Funds held

None held

This Reserves Policy has been approved by **Leeds South & West Methodist Circuit**

(*Church Council ☐ / **Circuit Meeting** ☒ / District ☐)

| | |
|---|--|
| Treasurer | Trustee |
| Full name | Full Name |
| Miss Helen C Boocock | Rev Jo Lightowler |
| Signature | Signature |
|  |  |



Leeds South & West Methodist Circuit

Statement of Financial Activities to 31st Aug 2024

Appendix C

| | No. | General | Property | CMTF | Total Designated | Restricted Fund | 23/24 | 22/23 |
|--|-----|-----------------|------------------|-----------------|------------------|-----------------|------------------|------------------|
| Income | | | | | | | | |
| Donations & Legacies | 4 | 175 | | - | | | 175 | 343 |
| Charitable Activities | 5 | | | | | | | - |
| Assessments from Churches | a | 367,623 | | | | | 367,623 | 392,314 |
| Other Charitable Activities | b | 80,446 | | | 4,914 | | 85,360 | 1,152,891 |
| Other Trading Activities | | | | | | | | - |
| Income from Lettings | 6 | - | | | 22,502 | | 22,502 | - |
| Investments | 7 | 23,228 | | 2,676 | - | 100 | 26,004 | 17,969 |
| Total Income | | 471,472 | - | 2,676 | 27,416 | 100 | 501,664 | 1,563,517 |
| Expenditure | | | | | | | | |
| Stipends, Sals, NIC, Pensions | 8 | 255,114 | | | | | 255,114 | 266,076 |
| District Assessment | 9 | 16,924 | | | | | 16,924 | 14,255 |
| Methodist Church Fund | 10 | 72,344 | | | | | 72,344 | 72,309 |
| Telephone & Travel | 11 | 6,356 | | | | | 6,356 | 4,781 |
| Insurance & Utility costs | 12 | 27,176 | | | | | 27,176 | 28,281 |
| Maintenance on Manses | 13 | 12,450 | | | | | 12,450 | 24,124 |
| Churches under circuit trusteeship | 14 | - | | | 43,739 | | 43,739 | 35,655 |
| Provision for bad & doubtful debts | 15 | 23,653 | | | | | 23,653 | - |
| Other Outgoings | 16 | 48,295 | | 120,901 | - | - | 169,195 | 36,343 |
| Grants and Donations | 17 | 42,990 | | - | | | 42,990 | 76,000 |
| District Advance Fund | 18 | | | 2,579 | - | | 2,579 | 2,919 |
| Total Charitable expenditure | | 505,301 | - | 123,480 | 43,739 | - | 672,520 | 560,744 |
| Net Income/Exp before gain/loss | | - 33,829 | - | -120,804 | - 16,323 | 100 | - 170,857 | 1,002,772 |
| Transfers between Funds | 19 | 228,976 | - 350,000 | 121,613 | - | - 590 | - | - |
| | | 195,147 | - 350,000 | 810 | - 16,323 | - 490 | - 170,857 | 1,002,772 |
| Gain/Loss on sale of fixed assets | 20 | | 100,000 | | - | | 100,000 | - |
| Gain/Loss on investment assets | 20 | 13,382 | | 7,640 | | | 21,022 | - 7,837 |
| Net movement in Funds | | 208,529 | - 250,000 | 8,450 | - 16,323 | - 490 | - 49,834 | 994,935 |
| Balances brought forward | | 320,040 | 3,240,606 | 101,587 | 112,005 | 2,500 | 3,776,738 | 2,781,802 |
| TOTAL Funds carried forward | | 528,569 | 2,990,606 | 110,036 | 95,682 | 2,010 | 3,726,903 | 3,776,738 |
| Monies received for others | 29 | | | | | | 88,504 | 139,425 |
| Monies passed on to others | | | | | | | 88,504 | 139,425 |
| | | | | | | | - | - |



Leeds South & West Methodist Circuit

Balance Sheet as at 31st Aug 2024

Appendix C

| | | Unrestricted | | | Restricted | 23/24 | 22/23 |
|-----------------------------|--|------------------|----------------|---------------|--------------|------------------|------------------|
| | | General | CMTF | Designated | | | |
| Fixed Assests | | | | | | £ | £ |
| | Circuit Manse & Equipment | 1,880,606 | | | | 1,880,606 | 2,157,118 |
| | Churches | 990,000 | | | | 990,000 | 990,000 |
| | Investment Properties | 120,000 | | | | 120,000 | 93,488 |
| | Investments TMCP | 136,097 | 106,390 | | | 242,487 | 248,466 |
| 21 | Total fixed assets | 3,126,703 | 106,390 | - | - | 3,233,093 | 3,489,072 |
| Current Assets | | | | | | | |
| 22 | Debtors & Prepayments | 17,065 | | | | 17,065 | 22,778 |
| 26 | Trustee for Methodist Purposes | 619 | 3,646 | | 2,010 | 6,276 | 5,371 |
| | Central Finance Board | 516,441 | | 95,682 | | 612,123 | 377,817 |
| | Cash at bank and in hand | 62,556 | | | | 62,556 | 55,010 |
| | Total current assets | 596,681 | 3,646 | 95,682 | 2,010 | 698,019 | 460,976 |
| 23 | Creditors (due under 1 year) | 104,209 | | | | 104,209 | 83,310 |
| 24 | Grants agreed <1 Year | 30,000 | | | | 30,000 | 20,000 |
| | Net current assets/liabilities | 462,472 | 3,646 | 95,682 | 2,010 | 563,810 | 357,666 |
| | Total assets less current liabilities | 3,589,175 | 110,036 | 95,682 | 2,010 | 3,796,903 | 3,846,738 |
| | Creditors and Accruals > 1 year | | | | | - | - |
| 25 | Grants agreed >1 Year | 70,000 | | | | 70,000 | 70,000 |
| | Net assets | 3,519,175 | 110,036 | 95,682 | 2,010 | 3,726,903 | 3,776,738 |
| Funds of the Circuit | | | | | | | |
| | General Fund (unrestricted) | 3,519,175 | | | | 3,519,175 | 3,560,646 |
| | Circuit Model Trust Fund (Unrestricted) | | 110,036 | | | 110,036 | 101,587 |
| | Designated Funds (Unrestricted) | | | 95,682 | | 95,682 | 112,005 |
| | Total Unrestricted Funds | | | | | 3,724,893 | 3,774,238 |
| | Restricted Funds | | | | 2,010 | 2,010 | 2,500 |
| | Total Funds | 3,519,175 | 110,036 | 95,682 | 2,010 | 3,726,903 | 3,776,738 |

Accounts approved by trustees at Circuit meeting dated 13/3/25

Signed: *Helen Boocock*
Trustee