

The Methodist Church



BUXTON METHODIST CHURCH

**TRUSTEES'
ANNUAL REPORT**

AND ACCOUNTS

**for the year ending
31st August 2021**

ADMINISTRATIVE INFORMATION

Name of Church: **BUXTON METHODIST CHURCH**

Name and address for correspondence: Rev'd Andrew Parker
Chapel Street
BUXTON
Derbyshire
SK17 6HX

Charity status: During 2009 Buxton Methodist Church became a registered charity, No **1129654**, with 29 Trustees

Managing Trustees in 2020 - 2021

Rev Andrew Parker	Mrs Di Ruff
Mrs Wendy Jones	Mr Brian Laurence
Mr Ian Stubbs	Miss Anna Quick
Mr Robin Evison	Mrs Pip Strachan
Mrs Sue Anfield	Mrs Glynis Leyland
Mrs Christine Hodgkinson	Mr Ray Parker
Mr Ron Sinclair	Mrs Isabel Sinclair
Mrs Beryl Blackwell	Mrs Gwen Cockayne
Mrs Jackie Cowlshaw	Mr John Anfield
Mr Nick Taylor	Mrs Ann Bradwell
Mr Peter Johnson	Mrs Angela Crawford
Mrs Kate MacLean	
Mr Dick Silson	

Number of Church Members as at 31st October 2020: - 94
(Oct 2019 – 105; 2018 – 107; Oct 2017 – 112; Oct 2016 – 118; Oct 2015 – 124; 2014 – 104; 2013 – 104; 2012 – 108)

AIMS AND ORGANISATION

Buxton Methodist Church has accepted the definition of its aim and purpose given by the Methodist Church in Britain. We exist to:

WORSHIP:

Increase awareness of God's presence and to celebrate God's love

LEARNING AND CARING:

Help people to learn and grow as Christians, through mutual support and care

SERVICE:

Be a good neighbour to people in need and to challenge injustice

EVANGELISM:

Make more followers of Jesus Christ

The Managing Trustees of Buxton Methodist Church are the 'Church Council', which is responsible for overseeing the life and mission of the church in accordance with our stated aims and objectives and in accordance with the Constitutional Practices and Discipline of the Methodist Church. It consists of people elected from amongst the members of the church and those who are members by virtue of their office.

Several sub-committees are appointed by the Church Council to assist it in its work and are responsible to it.

The Church Leadership team and Church Stewards, elected by the church members, ensure, with the minister, that Church Council Policy is carried out and they have responsibility for the day-to-day life of the church.

REVIEW OF PROGRESS AND ACHIEVEMENTS 1/9/2020 – 31/8/2021

As with many organisations this annual report is written in a year affected by COVID 19 restrictions. These restrictions have had significant impact on the day-to-day life of the church and the many outside users. There was a brief period when the church re-opened from September to November but further lockdowns and increased risk meant that the church remained closed to all but essential users. The church reopened for Easter (Sun 4th April) and continued to carefully and safely open up as guided by Government guidelines.

WORSHIP.

- Worship is central to our life. We seek to relate our spirituality and worship to the needs of this world and the community and we aim to serve. We have responded to Covid social distance guidance and reduced seating capacity and increased spacing between seats and rows. We hold a weekly morning service where numbers average about 55 – 60 and try to provide worship that is relevant and accessible for all.
- We used a booking in system to make sure everyone who came to church was assured they would have a seat and not be turned away because the church was full. We also implemented a track and trace system.
- Following the COVID lockdown, we enhanced our weekly news sheet to include a 'worship at home' section. This section is written by our Local Preachers and minister. This weekly sheet was distributed by a group of volunteers and was given out to over 100 homes. As lockdown restrictions eased and people got busier it was decided to stop the weekly distribution but try to find other ways like email and the quarterly magazine for keeping in touch with the congregation.
- We have also provided a weekly online service via the zoom platform. This has been in conjunction with the other churches across the High Peak Partnership. As people have grown more confident in returning to face to face services, inevitably the numbers on zoom have reduced yet there is still a number who appreciate the weekly service.

SERVICE

- Wednesday Luncheon Club. This has not started and there are on-going discussions about ways in which it may restart, maybe in a more low-key way.
- Tuesday and Saturday Café. Due to covid restrictions the café was unable to start but there were plans for it to start in October 2021.

- Fair Trade church. We continue to promote Fairtrade and use Fairtrade products whenever possible.
- All We Can. We continue to support All We Can as a partner church and regularly hold collections and support their appeals.
- Plastic Pledge in February 2020, commitment of reducing it's plastic usage in 3 ways; no cling film, refilling washing up liquid bottles at the local 'Day Zero' shop, and replacing plastic coffee/tea cups for cardboard or washable cups. Although the launch of this was affected by the church closing for Covid, we still maintain to work toward this pledge and have put in place the use of paper cups and pens from recycled plastic.
- The Church Council makes donations amounting to 10% of our regular giving income, this is divided between the following regular contributions; Methodist Mission in Britain Fund; Methodist fund for World Mission; Action for Children; All We Can (Methodist Relief and Development); Methodist Fund for Church Property; JMA; and to local charities chosen on an annual basis. Additionally we raise money for local causes and national and international appeals throughout the year.
- The church is a major provider of high quality rooms and facilities for the local community. During the closure our bookings stopped but following re-opening in April the bookings have steadily increased and although not back to pre-covid levels things are looking more positive.
- Our Uniformed groups have been unable to meet face to face but they have plans to start using the church premises from September 2021.
- Due to Covid restriction the Buxton Fringe festival was very limited this year and there were just 3 events. We hope things will be better next year.
- We continue to improve and invest in our premises and hold financial reserves for longer term projects which will ensure the buildings remain at a high standard.

LEARNING and CARING

- The 'Home Group' stopped meeting and are discussing ways they might want to start meeting again.
- 'Network'. This stopped and is unsure if it will start again.
- 'Inbetweeners' were able to occasionally meet and enjoyed a couple of afternoon walks.
- Funerals, the minister took a number of funerals in the name of the church but most were held at Macclesfield crematorium.
- Pastoral Work. Face to face visits have been very limited but phone calls, zoom and emails have been a way of keeping the church family in touch with each other.
- Churches Together in Buxton. This has been very limited this year, partly due to Covid and partly due to the chair of the meeting being off due to illness.

- Sunday Club. The Sunday Club continued to meet on zoom and then met face to face. With two of the leaders stepping back from leading the Sunday Club there is a transition with leadership but the hope is a wider group will take on the responsibility of running the group. The number of children remains steady at about 10 – 15.
- Baby and Toddler Group. This started but was unable to continue due to lack of volunteers and there are ongoing discussions about how it may restart.
- 'Holiday Club'. There was a very successful Holiday club for 25 children and run by 15 adult during the August school holiday. Using the Scripture Union 'Wonder Zone' resource there were 5 days of activity learning and fun.
- Safeguarding. We continue to maintain our church as a safe place to meet and review our procedures as and when necessary. Training will resume when it is safe to meet face to face.
- During the time of COVID restrictions we have adapted our position in regard to furloughing staff. They have worked when there was need but we have also been careful to use the church reserves wisely and furloughed staff when there is no work to do.

EVANGELISM

Since the appointment of our Publicity Coordinator the improved standard of our Church magazine has been widely praised and it remains a major way in which the church communicates the varied life of what the church.

The weekly sheet has also become a significant weekly publication and is very much appreciated by those who receive it.

We also have an increasing presence on Facebook with regular posts and photos about events and activities.

Looking to the future.

In many ways the church has a fresh start, many groups have stopped and we find ourselves in a period of reassessment. There is a lack of volunteers, energy and time to do many of the things which were done before so it will take time to wisely select our priorities for where our resources are focussed. A numerically smaller church which is less busy is inevitable, yet there are signs of new life and by choosing carefully what we do we will be able to continue a meaningful ministry in the town.

We also wait to see which outside groups are able to re-start so a new diary of events can be established.

Financially, it is fortunate the church has good reserves and is able to 'weather the storm' to some extent but we remain vigilant and continue to encourage giving through a variety of ways.

Andrew Parker
Minister

Annual report comments from treasurer

The impact on church finance from the situation which we have faced over the year has been significant but not catastrophic due to our reserves. The two areas which have suffered most are Lettings (down by a further £13,000) and Café, which was closed for the whole year. Freewill giving has held up well and some of the reduction in loose-cash offertories has been compensated for in sundry donations.

The improvement in the total income is largely from the income tax recovered for this and the previous year being received in the same year.

Our general expenditure has also been reduced due to the closure of the buildings: less has been spent on gas and electricity, but there was a significant increase (£27,000) in the expenditure on building maintenance. It was an opportune time, while the building was closed, to redecorate and lay new carpet in the church. Some of our staff continued to be furloughed and we have claimed the relevant Government grants. As responsible employers we have continued to pay our staff their normal amounts. All resumed normal hours by the end of this period.

The overall result was that we spent £32,000 more than our income. This came from reserves and had been budgeted for in forward plans. Nonetheless, our five year forecast shows a year-on-year decline in funds.

**CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS**

**THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS**

BUXTON METHODIST	Church
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FOR THE YEAR ENDED

31 August 2021

High Peak Partnership	Circuit	Circuit no	19/04
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Registered Charity - Charity Registration number

1129654

**If not a registered charity Her Majesty's Revenue and
Customs Gift Aid number**

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Minister:

Rev'd A Parker

Church Stewards:

Mrs J Cowlishaw	Mrs W Jones
Ms D Ruff	Mrs I Sinclair
Mr R Sinclair	Mr I Stubbs

Treasurer:

Mr Ian Stubbs

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	1	67,414	67,414	52,242
a3	Bank and CFB interest and Investment income	2	15,250	15,250	8,754
a4	Lettings		6,765	6,765	19,554
a5	Other receipts		12,029	35	14,628
a6	TOTAL RECEIPTS		101,458	35	101,493 (a7)

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share		45,519	45,519	45,519
b3	Donations	4	5,450	5,450	5,540
b4	Repairs and Maintenance	5	18,817	39,018	31,132
b5	Utilities (Insurances, water charges, heating & lighting)	6	9,486	9,486	10,876
b6					
b7	Other payments	7	15,725	105	15,830
b8	TOTAL PAYMENTS		94,997	39,123	134,120 (b9)

SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	6,461	(39,088)	(32,627)
c2	Total funds brought forward from last year		148,307	28,209	176,516 (c6)
c3	Sub total	(c1+c2)	154,768	(10,879)	143,889
c4	Transfers and adjustments				(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	154,768	(10,879)	143,889 (c8)

SECTION D					
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS					
d	(these amounts are not to be included in total receipts/payments figures above)		£		£
d1	Balance brought forward from last year		25		
d2	Offerings/Gifts - received for external organisations		72		903
d3	Offerings/Gifts - passed to external organisations		95		878
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)	2		25

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

SECTION E

Please follow the Guidance Notes to complete this page

Summary of the Church accounts for the year ended 31 August 2021 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1 Café					67	67
e2 Network		185	(185)		185	
e3 Flower Fund	450	206	244		271	515
e4 Junior Youth					338	338
e5 Senior Youth		78	(78)		78	
e6 Baby & Toddler	56	28	28		246	274
e7						
e8 Sub total of Internal Organisations funds	506	497	9		1,185 (e11)	1,184 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	101,493 (a7)	134,120 (b9)	(32,627)	(c7)	176,516 (c6)	143,889 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	101,999	134,617	(32,618)		177,701 (x)	145,083 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2021

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	6,457	(1,779)
f3 Bank Deposit Account	9,224	3,248
f4 Central Finance Board		
f5 Trustees for Methodist Church Purposes	60,816	42,900
f6 Other funds	50,019	50,019
f7 SUB TOTAL - Church accounts	176,516 (c6)	143,889 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	1,185 (e11)	1,184 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	177,701 (x)	145,083 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2020	At 31 August 2021
g1 Investments (include Endowments)	50,000	50,000
g2 Land & Buildings (see notes re Insurance value)	78,185	78,185
g3 Other Assets		
g4 Loan(s) - show amount outstanding at year end		
g5 Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5)

Name of Church Buxton Methodist Church No. 1129654

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2021 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer img stubbs Date 1st March 2022

Name and address of treasurer
Ian Stubbs
8 The Paddock, Buxton, Derbyshire. SK17 6XR

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2021 were/will be* presented to the meeting of the Church trustees held on 17-3-22

Signature of the Chair of the meeting AP

Name of the Chair of the meeting Andrew Parker Date 17-3-22

Independent Examiner's Report to the Trustees of the

Buxton Methodist Church

Charity Number 1129654

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Church for the year ended 31 August 2021 set out on pages ... to As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

* delete or circle as appropriate

Name of Church BOYTON METHODIST CHURCH No 1129654

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

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

I ~~have~~/have not* 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.

Signature of independent examiner CE Francis

Name of independent examiner CHRISTINE ELIZABETH FRANCIS

Relevant professional qualification of independent examiner ACCOUNTANT (RETIRED)

Name of firm (where appropriate)

Address

..... Post Code

Date

* delete or circle as appropriate

Sep-20

BUXTON METHODIST CHURCH

Notes to the Receipts and Payments for the year ending 31st August 2021

RECEIPTS - page 2 Section A		2020-21	2019-20
1. Offerings and Tax Recoverable			
Loose cash collections		£3,699.00	2,676.00
Weekly envelopes		£6,256.00	6,506.00
One-off Gift Aid envelopes/donations			45.00
BACS collections (Standing Orders)		£28,786.00	28,906.00
Other Donations		£6,147.00	7,445.00
Funeral collections		£18.00	
Bequests and Memorial donations		£1,045.00	6,664.00
Tax recovered under Gift Aid		£21,463.00	
	Sub Total	£67,414.00	52,242.00
<i>Restricted offerings received:</i>			
Misc donations (restricted)			
Bequests			
Sunday Club			
Messy Church			
	Sub Total	£0.00	-
		67,414.00	52,242.00
2. Interest and Investment Income			
TMCP		£236.00	608.00
Methodist Chapel Aid A/c		£451.00	541.00
Special Interest bearing deposit A/c		£1.00	26.00
Current A/c		£6.00	5.00
Gain on Endowment investment		£12,084.00	4,647.00
M&G Charibond income		£2,472.00	2,927.00
	a3	£15,250.00	8,754.00
3. Other Receipts			
Miscellaneous Sales		£20.00	49.00
Café			5,700.00
Weddings and funerals fees		£425.00	125.00
Personal photocopies		£46.00	97.00
Solar Panels		£800.00	1,104.00
Young People		£245.00	1,080.00
Social Events			
Circuit's reimbursement of Circuit Admin costs			
Gas & Electricity Refund			
Bin collection refund		£195.00	
	Sub Total	£1,731.00	8,155.00
Young People			
Grants		£10,298.00	6,473.00
Social Events (Held for Network)		£35.00	
	Sub Total	£10,333.00	£6,473.00
	a5	£12,064.00	14,628.00
4. Grants and Donations			
Mission in Britain Fund		£1,300.00	1,300.00
Fund for World Mission (includes £350.00 to JMA)		£1,650.00	1,700.00
The Fund for Property		£350.00	350.00
All We Can		£550.00	550.00
Christian Aid			1,000.00
Action for Children		£600.00	600.00
Buxton Civic Assn		£200.00	
InnerWheel Covid appeal		£200.00	
Theyer Foundation		£200.00	
Buxton Foodbank/Nightstop		£200.00	
Blythe House Hospice		£200.00	
Churches together in Buxton			40.00
Ashgate Hospice			
Zimbabwe			
	b3	£5,450.00	5,540.00

RESERVES POLICY

Report on behalf of

Buxton Methodist Church
(*Church Council/ ~~Circuit Meeting/District~~)

To

The High Peak Partnership
(*Circuit Meeting/~~District~~)

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charity Commission guidance in CC19.

- (i) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money
- (ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

- (iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

- (iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

- (v) Our Report is attached overleaf →

* please delete as appropriate

To be completed by Receiving Body

The

*Circuit Meeting/~~District~~ received the RESERVES POLICY of

*Church Council/~~Circuit Meeting/District~~

Policy accepted and acknowledgement sent to the trustees

YES ☐ / NO ☐

Policy noted and the following enquiries made of the trustees

Responses received and any further action taken

*Circuit/District

Signatures

Date.....

* Please delete as appropriate

RESERVES POLICY of**Buxton Methodist Church**(*Church Council ☐/Circuit Meeting ☐/District ☐)

1.	General Funds held at Y/E 31/08/2021	£144,406
2.	Restricted Funds held “	£5,562
3.	Endowment Funds held “	£0
4.	Reserves policy for General Funds	

Please see spreadsheet attached.

We ensure that we maintain six months of general operating costs (50% the previous year's expenditure on charitable activities) plus a full year's Circuit Assessment, in order to be able to fulfil our responsibilities to our Minister, staff, users of our building and the wider Circuit. This year we have chosen to estimate our operating costs based on a normal year's expenditure, as our costs have been distorted by the coronavirus pandemic. The six months' reserves figure we are using for this reserves policy is thus £60,000.

We then have a number of designated funds into which we make contributions each year, to build up funds to maintain our organ and to replace the photocopier when required etc.

Finally, we retain funds 'in hand' for items of property expenditure in accordance with our Property Committee's Five Year Forecast and for the costs of future foreseeable paid posts such as a paid organist or lay staff member.

The Five Year Forecast for Buxton Methodist Church as a whole shows an overspend in each financial year, and a final balance in 2024/25 of £1,572, compared to £144,406 at end August 2020.

5. Policy for Restricted Funds

We retain restricted funds until they can be utilised for the purpose the benefactor intended. Currently these include a small residue of a grant from a local charity towards youth work, other donations for youth work and monies held on behalf of internal organisations, such as the Guides and Brownies.

6. Terms relating to Endowment Funds held

We do not have any endowment funds.

This Reserves Policy has been approved by

Buxton Methodist Church Council(*Church Council ☐/Circuit Meeting ☐/District ☐)

Treasurer	Trustee (& Chair of the Finance Committee)
Full name: Ian Stubbs	Full Name: Kate MacLean
Signature	Signature