

# **Bamber Bridge Methodist Church Annual Report of the Church Council For the year ended 31 August 2021**

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## **Administrative Information**

Bamber Bridge Methodist Church is situated in the centre of Bamber Bridge in the Preston Ribble Methodist. The circuit is part of the Lancashire District.

The correspondence address is The Methodist Church, Station Road, Bamber Bridge, Preston PR5 6ED.

The Church was a charity excepted from registration with The Charity Commission (SI 2002 no. 1598), however, following the implementation of the Charities Act 2006 the church became a separately registered charity on 22 May 2009 with registration number 1129810.

Church Council Members who have served from 1<sup>st</sup> September 2020 until the date this Report was approved are:

Minister	THE Rev'd Karen LeMouton	
Church Secretary	Dr A Andrews	
Church Treasurer	Mr D Evans	
Senior Steward	Mrs D Jefferson	
Church Stewards	Mr D Roscoe	Mrs C Billington
	Mrs S Livesey	Mrs S Toman
	Mr G Poole	Mr L Yates To 31/8/21
	Mrs C Poole	Mr J Jefferson From 1/9/21
Worship Leaders	Mrs K Roscoe	
Property & Finance reps	Mr R Clapham	Mr M Perry
Pastoral Committee	Mrs L Trafford	Ms M Yates
Elected Members	Mrs D Johnson	Mr J Wilson
	Mrs A Boothroyd	Mrs L Morgan
	Mrs W Yates	Mrs L Young
	Mrs J Laycock To 31/8/21	Mr L Bosman
Safeguarding	Mr B Riley To 31/8/21	Mr J Jefferson From 1/9/21
Cradle Roll Secretary	Mrs C Perry	
Thursday Fellowship representative	Mrs P Bertram	
Circuit Representative	Mrs G Ferris	

## **Structure, Governance and Management**

The method of appointment of Church Council Members is set out in the Constitutional Practice and Discipline of the Methodist Church. Any Church Member is entitled to offer themselves for election to the Church Council at the Annual Church Meeting which is usually held in May of each year. Whilst there is at present no formal training other than in Safeguarding for the members of the Church Council those who have served on the Council for a number of years aid newcomers in understanding the procedures. To serve on the Church Council the individual has to be a member of the Methodist Church and the process of church membership includes consideration of the distinctive nature of Methodism. All significant decisions relating to Church life require the agreement of the Church Council while the Minister of the Church has day-to-day responsibility for the pastoral life of the Church. As part of the Preston Ribble Circuit, the Lancashire District and the wider Methodist Connexion the Church locally is bound by the Constitutional Practice and Discipline of the Methodist Church and therefore adheres to nationally agreed policies.

## **Objectives and Activities**

The Church Council has the responsibility of co-operating with the minister of the Church in promoting whole the Mission of the Church, pastoral, evangelistic, social and ecumenical. The trustees organise the activities of the wider mission of the Church with consideration of the wider public benefit to the community at large by the provision of first-rate community facilities and the opportunities that these afford.

These objectives are usually satisfied by offering varied forms of worship with 2 services each Sunday (either locally or at Circuit/District level) or through remote online offerings organised at a District level. There is also locally a fortnightly lunch-time service on a Thursday. The premises provide facilities for worship and other community based activities to operate in comfortable surroundings. Additional services and study groups are held at other appropriate times of the year as need arises and in the year under review as local and national restrictions allowed. Our aim is to provide fellowship in various ways through a Thursday Fellowship (affiliated to Methodist Women in Britain), house fellowships, Kurios (previously known as Sunday School), Messy Church which meets monthly on a Saturday afternoon, an evening fellowship known as Lighthouse for younger children and Youth for secondary school aged children. The worship group under the direction of Kath Roscoe enhances the life and witness of the Church. The minister of the Church has also shared responsibility for the pastoral oversight of the joint Methodist/Church of England School (Cuerden Church School) which operates from adjoining premises.

The Minister also acts in conjunction with the other clergy in the village to foster Christian beliefs.

The Church Council has maintenance responsibilities for the Church buildings together with a wider responsibility through the Preston Ribble Circuit and the Lancashire District.

The church aims to provide a public benefit by providing opportunities for all within the community to access both the premises and the opportunities for worship, learning and mission afforded by the church both as a place and a people.

## **Committees**

The Church Council meets generally three times a year. There are 2 main Committees which meet between the full meetings of the Church Council; these are Finance and Property, and Pastoral. Other groups reporting to the Church Council are established as the need arises.

## **Financial Review**

This proved to be another difficult year for many following the closure of places of worship in mid March 2020 sacrificial giving from members and friends of the Church has enabled the work and witness of the Church to continue in very different ways. Extensive use by outside groups was unable to continue after mid March 2020 and has been slow to restart and therefore incoming resources were hit by this

unplanned reduction in income. The outturn for the year showed a deficit on general funds of £9,982 leaving reserves of £29,754 after a transfer to support the work of Churches Together In Bamber Bridge.

The challenges of managing the varying requirements of the multi-user building with our partners in the venture, Cuerden Church School and Cuerden Nursery are met reasonably well. Although The Upper Room could be generally available opportunities were limited because of restrictions to use this facility for either church activities or community use. In addition the wider use of the buildings through extended coffee mornings, luncheon club and other occasional users such as Skylark Community Choir, Foster Carers Group, Pre-School Learning Alliance, ME Support Group, Alanon and AA, together with others as they arise continues to enhance the service to the community and we hope that these groups will be able to return in the future along with new users as suited to the premises. In building this facility we committed to a wide community use of the building and aim to maintain the wider public use of the property in the future.

### **Reserves Policy**

The Church Council has adopted a policy that they will endeavour to hold in reserve on general account a sum (not invested in fixed assets) equivalent to between three and six months routine expenditure (approximately £15,000 to £30,000). At 31 August 2021 free reserves stood at £29,755.

The Church Council aims to maintain reserves at the current level in order to maintain the premises in the best possible condition. The quality of the premises is important in continuing to provide comfortable and welcoming facilities. Reserves are also required to meet the challenges of modern society. As the building is in use 7 days a week throughout the year it is planned to maintain a level of reserves where a planned maintenance programme is possible with a rolling programme of redecoration and replacement of the furnishings and equipment to keep pace with the changing needs of the community.

### **Risk policy**

The major risks to which the charity has been exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate those risks.

The Church Council continues to keep all its risk policies under review and procedures are in place to improve the management of the risks as appropriate to the size and nature of the organisation. Particular attention is to be placed on Health & Safety, Safe from Harm (Child and vulnerable adults safeguarding) and Fire Hazards and written policies are updated to reflect the changed circumstances as guidance is received.

### **Investment policy**

Temporarily surplus funds have been placed on deposit with the Central Finance Board of the Methodist Church in order to obtain the best investment return whilst retaining access to the funds as required to meet the ongoing commitments of the church to fulfil its role in the community. The general policy is to utilise suitable funds within the portfolio of the Central Finance Board of the Methodist Church for a secure investment return.

### **Summary**

Church Membership stands at approximately 120 active members. The church is now reviewing its position to move forward and meet the further challenges of the 21<sup>st</sup> century.

### **Responsibilities of the Church Council as Managing Trustees**

The law applicable to Charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing these statements giving a true and fair view, the trustees should follow best practice and:

- ❖ Select suitable accounting policies and apply them consistently;

- ❖ Make judgements and estimates that are reasonable and prudent;
- ❖ State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- ❖ Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and ensure that the financial statements comply with the Charities Act 2011. They are responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The financial statements are prepared using the format prescribed by the Methodist Church in the Standard Form of Accounts and comply with the Charities SORP.

#### **Independent Examiners**

CWR served as independent examiners for the year.

Signed on behalf of the Church Council

Rev Karen Le Mouton  
Minister  
Dated

*Karen Le Mouton*  
.....  
14/06/2022

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

**BAMBER BRIDGE METHODIST**

**Church**

**FOR THE YEAR ENDED**

**31 August 2021**

<b>PRESTON RIBBLE</b>	<b>Circuit</b>	<b>Circuit no</b>	<b>12/11</b>
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**Registered Charity - Charity Registration number**

1129810

**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:**

**REVEREND KAREN LE MOUTON**

**Church Stewards:**

<b>MRS D JEFFERSON</b>	<b>MR D ROSCOE</b>
<b>MISS S TOMAN</b>	<b>MRS C BILLINGTON</b>
<b>MR J JEFFERSON</b>	<b>MR G POOLE</b>
<b>MRS C POOLE</b>	

**Treasurer:**

**MR D G EVANS**

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	<b>RECEIPTS</b>	<b>Note</b>			
a2	Offerings and Tax recovered	40,732		<b>40,732</b>	59,676
a3	Bank and CFB interest and Investment income	38		<b>38</b>	85
a4	Lettings	7,592		<b>7,592</b>	8,717
a5	Other receipts	2,310		<b>2,310</b>	20,064
a6	<b>TOTAL RECEIPTS</b>	<b>50,672</b>	<b>0</b>	<b>50,672 (a7)</b>	<b>88,542</b>

SECTION B					
b1	<b>PAYMENTS</b>				
b2	Circuit Assessment or Share	53,400		<b>53,400</b>	51,200
b3	Donations	1,300		<b>1,300</b>	3,100
b4	Repairs and Maintenance	2,160		<b>2,160</b>	10,865
b5	Utilities (Insurances, water charges, heating & lighting)	1,132	73	<b>1,205</b>	1,203
b6				<b>0</b>	
b7	Other payments	2,661		<b>2,661</b>	3,246
b8	<b>TOTAL PAYMENTS</b>	<b>60,653</b>	<b>73</b>	<b>60,726 (b9)</b>	<b>69,614</b>

SECTION C					
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	<b>(a6-b8)</b>	<b>(9,981)</b>	<b>(73)</b>	<b>(10,054)</b>
c2	Total funds brought forward from last year		39,809	1,877	<b>41,686 (c6)</b>
c3	<b>Sub total</b>	<b>(c1+c2)</b>	<b>29,828</b>	<b>1,804</b>	<b>31,632</b>
c4	Transfers and adjustments		(73)	73	<b>0 (c7)</b>
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	<b>(c3+c4)</b>	<b>29,755</b>	<b>1,877</b>	<b>31,632 (c8)</b>

SECTION D			
<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b>			
d	(these amounts are not to be included in total receipts/payments figures above)	£	£
d1	Balance brought forward from last year	0	
d2	Offerings/Gifts - received for external organisations		
d3	Offerings/Gifts - passed to external organisations		
d4	<b>BALANCE STILL TO BE PAID</b>	<b>0</b>	<b>0</b>

## 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			0			0
e2			0			0
e3			0			0
e4			0			0
e5			0			0
e6			0			0
e7			0			0
e8 Sub total of Internal Organisations funds	0	0	0	0	0 (e11)	0 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	50,872 (a7)	60,726 (b9)	(10,054)	(c7)	41,686 (c6)	31,632 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	50,872	60,726	(10,054)	0	41,686 (x)	31,632 (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	46	73
f2 Bank Current Account	20,978	20,909
f3 Bank Deposit Account		
f4 Central Finance Board	20,662	10,650
f5 Trustees for Methodist Church Purposes		
f6 Other funds		
f7 SUB TOTAL - Church accounts	41,686 (c6)	31,632 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	0 (e11)	0 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	41,686 (x)	31,632 (y)

## SECTION G

## OTHER ASSETS and LIABILITIES

	At 1 September 2020	At 31 August 2021
g1 Investments (include Endowments)		
g2 Land & Buildings (see notes re Insurance value)		
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 **BAMBER BRIDGE METHODIST CHURCH**

CHARITY NUMBER **1129810**

## 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 .....

Date 14/6/22

Name and address of treasurer .

DAVID EVANS

1 EDWARD STREET, BAMBER BRIDGE, PRESTON, PR5 6FB

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2021 will be presented to the meeting of the Church trustees held on 14 June 2022

Signature of the Chair of the meeting .....

Karen Le Mouton

Name of the Chair of the meeting ..... Karen Le Mouton

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

### Bamber Bridge Methodist Church

Charity Number 1129810

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Bamber Bridge Methodist Church for the year ended 31 August 2021 set out on pages 2 to 2. 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 Bamber Bridge Methodist Church Charity Number 1129810

### 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:

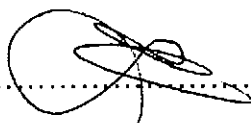
- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

[the [the

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 .....



Name of independent examiner ..... GRAHAM ALAN HOWSE .....

Relevant professional qualification of independent examiner ..... BSc, FMAAT .....

Name of firm (where appropriate) ..... CWR .....

Address ..... 20 MANNIN WAY, LANCASTER BUSINESS PARK,  
CATON ROAD, LANCASTER ..... Post Code LA1 3SW

Date ..... 8/6/22 .....

\* delete or circle as appropriate

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

**BAMBER BRIDGE METHODIST**

**Church**

**FOR THE YEAR ENDED**

**31 August 2021**

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Name of Church **BAMBER BRIDGE METHODIST CHURCH**

CHARITY NUMBER **1129810**

## 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 .....

Date 14/6/22

Name and address of treasurer .

DAVID EVANS

1 EDWARD STREET, BAMBER BRIDGE, PRESTON, PR5 6FB

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2021 will be presented to the meeting of the Church trustees held on 14 June 2022

Signature of the Chair of the meeting .....

Karen Le Mouton

Name of the Chair of the meeting ..... Karen Le Mouton

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

### Bamber Bridge Methodist Church

Charity Number 1129810

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Bamber Bridge Methodist Church for the year ended 31 August 2021 set out on pages 2 to 2. 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 Bamber Bridge Methodist Church Charity Number 1129810

### 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.

[the [the

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 .....



Name of independent examiner ..... GRAHAM ALAN HOWSE .....

Relevant professional qualification of independent examiner ..... BSc, FMAAT .....

Name of firm (where appropriate) ..... CWR .....

Address ..... 20 MANNIN WAY, LANCASTER BUSINESS PARK,  
CATON ROAD, LANCASTER ..... Post Code LA1 3SW

Date ..... 8/6/22 .....

\* delete or circle as appropriate