

Bamber Bridge Methodist Church

Annual Report of the Church Council

For the year ended 31 August 2023

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 1st September 2022 until the date this Report was approved are:

| | | |
|---------------------------------------|---|---|
| Minister | Rev'd Karen Le Mouton to 31 August 2023 Rev'd Sharon Thraves from 1 September 2023 | |
| Church Secretary | Dr A Andrews | |
| Church Treasurer | Mr D Evans | |
| Senior Steward | Mrs D Jefferson | |
| Church Stewards | Mr D Roscoe Mrs S Livesey Mr G Poole Mrs C Poole | Mrs C Billington Mrs S Toman Mr J Jefferson Ms M Yates |
| 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 Mrs A Boothroyd Mrs W Yates | |
| Safeguarding Cradle Roll Secretary | Me J Jefferson Mrs C Perry | |
| Circuit Representative | Mrs G Ferris to 31/8/23 | Mrs Wendy Bennet from 1/9/23 |

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. Our aim is to provide fellowship in various ways mainly through the Wellness Café which operates on a Wednesday and Thursday morning, an evening fellowship known as Lighthouse for younger children and Youth for secondary school aged children. 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 and operates as the managing trustee body. Additional support is provided through special interest groups as the need arises focusing on Finance and property and pastoral aspects of Church life. A leadership team consisting of the Church Stewards and other representatives meets to add direction to the activities of the church between meetings of the church council. Other groups reporting to the Church Council are established as the need arises.

Financial Review

The income of the church has struggled to return to pre-Covid levels as organisations and activities have only gradually recommenced. The outturn for the year showed a deficit on general funds of £10,460 leaving reserves of £14,398 after a transfer to support the work of Churches Together In Bamber Bridge.

Despite the decline in reserves 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. Significant additional income is generated from external users of the facilities and this

has seen an increase in the year under review with further improvements following the year end and wider community based use.

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 2023 free reserves stood at £14,398. The trustees aim to replenish reserves in the coming year should activity enable this and to fund additional activity by way of grant applications and specific appeals.

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 21st 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 Sharon Thraves
Minister
Dated

5 June 2024

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

BAMBER BRIDGE METHODIST

Church

FOR THE YEAR ENDED

31 August 2023

| | | | |
|-----------------------|----------------|--------------------|--------------|
| Preston Ribble | Circuit | Circuit no. | 21/11 |
|-----------------------|----------------|--------------------|--------------|

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 to 31 August 2023 then Reverend Sharon Thraves from 1 September 2023

Church Stewards:

| | |
|------------------|----------------|
| Mrs D Jefferson | Mr D Roscoe |
| Mrs C Billington | Mr J Jefferson |
| Mrs C Poole | Mr G Poole |
| Ms M Yates | Ms S Toman |
| Mrs S Livesey | |
| | |
| | |

Treasurer:

Mr D Evans

| SECTION A | | Unrestricted Funds | Restricted Funds | Totals this year | Totals last year |
|-----------|---|--------------------|------------------|--------------------|------------------|
| | | £ | £ | £ | £ |
| a1 | RECEIPTS | Note | | | |
| a2 | Offerings and Tax recovered | 42,011 | 173 | 42,184 | 52,165 |
| a3 | Bank and CFB interest and Investment income | 288 | 28 | 316 | 44 |
| a4 | Lettings | 11,957 | | 11,957 | 8,383 |
| a5 | Other receipts | 5,187 | 1,000 | 6,187 | 8,270 |
| a6 | TOTAL RECEIPTS | 59,443 | 1,201 | 60,644 (a7) | 68,862 |

| SECTION B | | | | | |
|-----------|---|---------------|-----------|--------------------|---------------|
| b1 | PAYMENTS | | | | |
| b2 | Circuit Assessment or Share | 52,950 | | 52,950 | 53,400 |
| b3 | Donations | 1,500 | | 1,500 | 30 |
| b4 | Repairs and Maintenance | 6,540 | | 6,540 | 8,121 |
| b5 | Utilities (Insurances, water charges, heating & lighting) | 6,232 | 73 | 6,305 | 9,208 |
| b6 | | | | | |
| b7 | Other payments | 2,681 | | 2,681 | 2,617 |
| b8 | TOTAL PAYMENTS | 69,903 | 73 | 69,976 (b9) | 73,376 |

| SECTION C | | | | | |
|-----------|--|----------------|-----------------|--------------------|--------------------|
| c1 | NET RECEIPTS/PAYMENTS FOR THE YEAR | (a6-b8) | (10,460) | 1,128 | (9,332) |
| c2 | Total funds brought forward from last year | 24,931 | 2,187 | 27,118 (c6) | 31,632 |
| c3 | Sub total | (c1+c2) | 14,471 | 3,315 | 17,786 |
| c4 | Transfers and adjustments | (73) | 73 | | (c7) |
| c5 | TOTAL FUNDS AT END OF YEAR | (c3+c4) | 14,398 | 3,388 | 17,786 (c8) |
| | | | | | 27,118 (c6) |

| 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 | | | |
| d2 | Offerings/Gifts - received for external organisations | | | |
| d3 | Offerings/Gifts - passed to external organisations | | | |
| d4 | BALANCE STILL TO BE PAID | (d1+d2-d3) | | |

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 2023 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 | | | | | | |
| e2 | | | | | | |
| e3 | | | | | | |
| e4 | | | | | | |
| e5 | | | | | | |
| e6 | | | | | | |
| e7 | | | | | | |
| e8 Sub total of Internal Organisations funds | | | | | (e11) | (e12) |
| e9 Church accounts (totals brought forward from page 2 - totals column) | 60,644 (a7) | 69,976 (b9) | (9,332) | (c7) | 27,118 (c6) | 17,786 (c8) |
| e10 TOTAL CASH FUNDS HELD BY CHURCH | 60,644 | 69,976 | (9,332) | | 27,118 (x) | 17,786 (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 2023

| | OPENING BALANCES | CLOSING BALANCES |
|--|---------------------|---------------------|
| f1 Cash in hand | | 57 |
| f2 Bank Current Account | 8,734 | 8,840 |
| f3 Bank Deposit Account | | |
| f4 Central Finance Board | 18,384 | 7,861 |
| f5 Trustees for Methodist Church Purposes | | 1,028 |
| f6 Other funds | | |
| f7 SUB TOTAL - Church accounts | 27,118 (c6) | 17,786 (c8) |
| f8 Total funds held by Internal Organisations (the closing balance total from above) (e12) | (e11) | (e12) |
| f9 TOTAL CASH FUNDS HELD BY CHURCH | 27,118 (x) | 17,786 (y) |

SECTION G

OTHER ASSETS and LIABILITIES

| | At 1 September 2022 | At 31 August 2023 |
|--|------------------------|----------------------|
| g1 Investments (include Endowments) | | |
| g2 Land & Buildings (see notes re Insurance value) | 1,384,684 | 1,384,684 |
| 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 No 1129810

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2023 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.....

Name and address of treasurer

David Evans

1 Edward Street, Bamber Bridge, Preston Post Code PR5 6FB

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2023 will be presented to the meeting of the Church trustees held on 5 June 2024

Signature of the Chair of the meeting

Name of the Chair of the meeting Rev Sharon Thraves Date

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 2023 set out on pages 2 to 3. 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 No 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.

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 11 / 6 / 24

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BAMBER BRIDGE METHODIST

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FOR THE YEAR ENDED

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| e5 | | | | | | |
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Name of the Chair of the meeting Rev Sharon Thraves Date

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Charity Number 1129810

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Name of Church Bamber Bridge Methodist Church Charity No 1129810

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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 11 / 6 / 24

* delete or circle as appropriate