

CULCHETH METHODIST CHURCH
 Charity Number 1129901
 Ellesmere Road, Warrington. WA3 4BS
TRUSTEES' ANNUAL REPORT
1st SEPTEMBER 2021 to 31st AUGUST 2022

TRUSTEES WHO MANAGED THE CHARITY DURING THE YEAR

Trustee Name	Office(s) which relate to ex-officio membership	Dates acted (if not for whole year)	Name of body entitled to appoint trustee
Rev Katharine Bland	Presbyter and Chair		Ex Officio
Thomas Martin	Circuit Steward Representative	Appointed 01/09/2021	Ex-officio
David Ogilvy	Steward		Ex-officio
Ashley Hutchinson			Trustees
Janette Hutchinson	Secretary of the Pastoral Committee		Ex Officio
Roddy Marr	Property Steward		Ex Officio
Elizabeth Soehren	Steward		Ex Officio
Daphne Eastburn			Church Meeting
Amy Driver	Steward		Ex Officio
Christine Pathmarajah			Church Meeting
Dave Soehren			Trustees
Julie Mainwaring			Church Meeting
Elizabeth Ann Marr			Church Meeting
Phil Harrison			Church Meeting
Rachel Slater	Steward	Resigned 31/08/2022	Ex Officio
David Slater	Steward Treasurer	Resigned 14/01/2022	Ex Officio
Susan Carol Sherratt	Treasurer	Appointed 04/04/2022	Ex Officio

NAME AND ADDRESSES OF ADVISERS CONSULTED BY THE TRUSTEES

Platt and Fishwicks. Solicitors
The Old Bank, 47 King Street, Wigan WN1 1DB

Pye Design. Architects.
29 Market St Hindley, Wigan WN2 3AE

STRUCTURE, GOVERNANCE AND MANAGEMENT

Description of the charity's trusts;

The governing document is the Deed of Union (1932) and Methodist Church Act (1976) and the charity is constituted by Act of Parliament. Some trustees are ex-officio, up to 15 are appointed by the existing trustees and up to 15 may be appointed by the General Church Meeting

Induction and Training for Trustees

A range of guidance produced by the Charity Commission and the Methodist Connexion is issued to new trustees including the leaflet 'The Role of a Trustee in the Methodist Church' and they are offered the support of the Meeting Secretary. They also receive a copy of the previous year's audited accounts and key policies such as Safeguarding of Children and Vulnerable Adults. They can seek the advice of the Chair or Council Secretary at any time and have the professional resources of the national church to call upon.

Structure.

The Church is part of the Leigh and Hindley Circuit which in turn is part of the Bolton and Rochdale Methodist District and is accountable to the Methodist Conference. The Trustees work together in the Church Council which has leadership and oversight of all aspects of the Church's work. From time to time specific responsibilities are delegated to the Stewards.

Hub Working

Ministers are engaged by the Circuit and in 2021-2022 there were only two full time and a part time presbyters for this Circuit of 11 churches. In addition to the significant challenges of ministering to and leading worship in so many churches, as each is fully independent, there are 11 separate sets of governance requirements to lead as well. In the year the Circuit Leadership Team led a Vision event including all churches. A key decision was the grouping of churches into "hubs"; the immediate impact being greater sharing of some Sunday services in one church within the hub. This has reduced some pressure on Ministers and Local Preachers but challenges remain and in 2022-23 it is hoped that there will be even closer working between churches. Culcheth and Glazebury Methodist Churches comprise one hub. In the year there were some shared services and the year ahead these will continue as will joint leadership team meetings to plan closer working together.

Identification and Management of Risks

A major risk to the Church is its **Financial Viability**. This is because we have a reducing membership so reliable regular giving is down and opportunities for fundraising have remained constrained by the after effects of Covid pandemic. While many in the

congregation have given generously to compensate for this, the financial prospects of the church remain limited and unpredictable.

The Trustees have sought to reduce expenditure with limited spend on non-essential matters and cleaning costs have been reduced by the reduction of 50% in the cleaners' hours.

During the first half of the year a new and inexperienced Treasurer was in post and he was supported by a small working group. Unfortunately he was unable to continue in the role and there was a period of some three months when the Church was without a Treasurer during which time the group continued to meet. We were extremely fortunate to appoint an experienced treasurer at the start of the 22-23 financial year and management and reporting to Council is now regular, accurate and with realistic forward projections.

The key risk management actions put in place during the year were the;

- continuation of the policy that that no expenditure could be made without Council discussion and the express authority of the Treasurer
- financial reporting to every Council Meeting
- Reduction in non-essential expenditure and the requirement that any expenditure over £50 had to be approved beforehand
- An increase of 9% in lettings fees and a proviso to user groups that these are likely to rise further

A further risk is **Safeguarding** of young people and vulnerable adults who are members or use the church's facilities. The controls to manage any risk to them include:

- Application of the statutory procedures relating to churches for the Safeguarding of Children, Young People and Vulnerable Adults such as Disclosure and Barring checks
- Annual updating of the church's safeguarding policy using the model recommended by the Methodist Church.
- Following the Procedures and Practices laid down by the Methodist Church
- Mandatory training sessions for those involved in work with children and vulnerable adults.
- Appointment of a safeguarding coordinator who has access to the trustees and to advice from the Connexion's professional Safeguarding Officers.
- Mandatory Safeguarding reporting to the trustees at every Council meeting

Health and Safety (H&S) is a major risk for the church; Trustees' responsibilities are wide and extend to church members, worshippers and the many community groups which use the building. Risk management initiatives include;

- The routine annual inspection of the building and safety arrangements which includes the input of the church's Safeguarding Officer.
- A quinquennial building audit carried out by an independent body
- The registration of the kitchen with Warrington Borough Council and attendance by volunteers at a Food Safety course
- The attendance by volunteers at a First Aid course
- Working to improve the formality of the requirement that the leaders of all Church events and user groups draw up a risk assessment for their use of the building. This also should include a safeguarding risk assessment. During 2022-23 the church will work with the District to design templates and guidance for this requirement.

The Church is subject to the requirements of the **General Data Protection Regulations** (GDPR). In previous years it has agreed a policy in line with national Methodist model and significant work was undertaken to ensure that the requirements of the Act are being met. Risk management includes;

- The trustees' commitment to an annual review of the operation of the policy which is monitored by the District. Some minor shortcomings were identified and now that the church is returning to more normal activity attention needs to be given to these omissions

OBJECTIVES AND ACTIVITIES

Summary of the objects of the charity set out in its governing document:

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.

SUMMARY OF THE MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT IN RELATION TO THE CHARITY'S OBJECTS.

Even though the restrictions of the pandemic were over there were ongoing effects on the church; in particular a number of members had become more frail and did not return to worship or church activities. Additionally community events were more limited, however we have continued to lead or support activities wherever possible. We can, therefore, confirm that the trustees have had regard to the Charity Commission's guidance on public benefit.

- The church building is available for booking by community groups and for childrens' parties etc. It is home to a Tuesday Tots gathering and preschool which are much appreciated by the local community. It also hosts Scouts and Guides.
- The church's pastoral support system, essential shopping and "keeping in touch" activities have included members of the local community not just church members. Outreach in our local care home includes craft work as well as worship.
- The church funded Youth Worker continued her work in the local high school which greatly valued her input to the curriculum and her support and mentoring of young people especially those at risk. She was also active on the streets of Culcheth in which activity she worked with volunteers from our and other churches. Sadly Hannah moved onto another role at the end of the year and will be greatly missed especially by the school. During 2022-23 the church will be reviewing how best to continue its commitment to support young people and families in our community especially in the context of reduced resources both people to help and monies.
- The long planned community garden continues to be successful as a source of great pleasure, learning for the pre-school children and garden produce for the community especially those living in retirement apartments close to the church who do not have a garden.

- The church's building work to create a "welcome" area open to all and a new fire escape was signed off by the Building Inspector and is in full use. Activities include a monthly Meeting Point gathering with invited speakers, a prayer group and Monday Morning Coffee which is open to all. The space is appreciated by families whose children attend events and nursery in the church as a welcoming place to gather. During 2022-23 we hope to start a "Warm Space" to help in the cost of living crisis.
- The church and its community, continues to support the local Food Bank, the Salvation Army Christmas Toy Appeal and Christian Aid week.
- The church is open to all for weddings, funerals and baptisms as, of course, is its worship and fellowship activities. Special services such as those for Mother's day, an annual Memorial service and the Carol Service were resumed and were well attended and appreciated by the community
- As part of ensuring that the church is an inclusive safe space for all people and after consultation of members on the national church's report "God in Love Unites Us" the Council voted that the Church would be registered for same sex marriage. Blessings may also be conducted.

FINANCIAL REVIEW

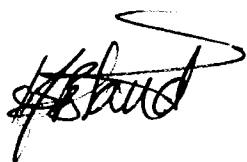
The Accounts were approved at the Council's meeting on 28th February 2023 together with the Reserves Policy.
These are appended.

LEGAL OBLIGATION

The Trustees confirm that they are aware of their obligations with regard to the reporting of critical incidents.

The Trustees declare that they have approved their report above at the Council's meeting on 28th February 2023

SIGNED ON BEHALF OF THE CHARITY'S TRUSTEES:



Reverend Katharine Bland
Chair

28th February 2023

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Culcheth Methodist	Church
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FOR THE YEAR ENDED

31 August 2022

Leigh & Hindley	Circuit	Circuit no.	06/07
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Registered Charity - Charity Registration number

1129901

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:

Revd Katharine Bland

Church Stewards:

David Ogilvy
Amy Driver
Elizabeth Soerhen
Rachel Slater
David Slater (part year)

Treasurer:

David Slater (part Year) then Carol Sherratt
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SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	54,746		54,746	48,201
a3	Bank and CFB interest and Investment income	95		95	41
a4	Lettings	11,711		11,711	8,500
a5	Other receipts	1,163	6,250	7,413	62,738
a6	TOTAL RECEIPTS	67,715	6,250	73,965 (a7)	119,480

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share	42,807		42,807	42,807
b3	Donations				
b4	Repairs and Maintenance	4,222		4,222	40,357
b5	Utilities (Insurances, water charges, heating & lighting)	8,301		8,301	4,229
b6	Employment Costs-inc Grant Funded	11,583	13,754	25,337	25,550
b7	Other payments	1,780	178	1,958	1,697
b8	TOTAL PAYMENTS	68,693	13,932	82,625 (b9)	114,640

SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(978)	(7,682)	(8,660)
c2	Total funds brought forward from last year		44,820	7,692	52,512 (c6)
c3	Sub total	(c1+c2)	43,842	10	43,852
c4	Transfers and adjustments				(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	43,842	10	43,852 (c8)
					52,512 (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	1,090	200
d3	Offerings/Gifts - passed to external organisations	1,090	200
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 2022 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)	73,965 (a7)	82,625 (b9)	(8,660)	52,512 (c6)	43,852 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	73,965	82,625	(8,660)	52,512 (x)	43,852 (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 2022**

	OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand	
f2	Bank Current Account	22,806
f3	Bank Deposit Account	
f4	Central Finance Board	29,706
f5	Trustees for Methodist Church Purposes	
f6	Other funds	
f7	SUB TOTAL - Church accounts	52,512 (c6)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)
f9	TOTAL CASH FUNDS HELD BY CHURCH	52,512 (x)
		43,852 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2021	At 31 August 2022
g1	Investments (include Endowments)	
g2	Land & Buildings (see notes re Insurance value)	2,105,635
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 CULCHETH METHODIST 06/07

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2022 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 S C Sherratt Date... 4.10.22

Name and address of treasurer: Mrs S C Sherratt, 85 Anderson Close,

..... Padgate, Warrington WA2 0PQ

Presentation to the Church trustees

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

Signature of the Chair of the meeting KATHARINE BLAND

Name of the Chair of the meeting KATHARINE BLAND Date 28/2/23

Independent Examiner's Report to the Trustees of the

CULCHETH METHODIST Church

Charity Number 1129901

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the CULCHETH METHODIST Church for the year ended 31 August 2022 set out on pages 1 to 5. 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

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 Thomas J Mc Comb BAcc CA.

Name of independent examiner THOMAS J MC COMB

Relevant professional qualification of independent examiner CA.

Name of firm (where appropriate) N/A

Address 31 Doeford Close, CULCHETH

..... Post Code WA3 4DL

Date 13 November 2022

* delete or circle as appropriate

Sep-22

RESERVES POLICY

Report on behalf of

Culcheth Methodist Church Council
(*Church Council/ Circuit Meeting/District)

To

Leigh and Hindley Circuit
(*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

Culcheth Methodist Church Council

1.	General Funds held at Y/E 31/08/22	£25,558
2.	Restricted Funds held “	£1,141
3.	Designated Funds held “	£17,153

4. Reserves policy for General Funds

The church aims to have 6 months of expenditure as reserves to cover our quarterly assessment, wages, monthly direct debits, general maintenance, unplanned and quinquennial jobs that are required; this equates to £34,400 based on expenditure during 2021/2022. At the end of that year, the cleaners' hours were halved. Rising inflation due to various world events has pushed the prices up of most commodities and this will affect the church's expenditure, particularly gas from April 2023 when the contract is due for renewal. Based on forecast our reserve should be £34,500.

5. Policy for Designated and Restricted Funds

Any grants received for specific purposes will only be used for those purposes.

Youth Work Fund (Designated) Youth work has been undertaken in the community funded by a Circuit grant and as part of the Well Project. The youth worker left our employ in July 2022. The fund stood at £13,448 at the end of 2021/2022. Discussion about how to utilise these funds is with Church Council.

Property Grant Fund (Restricted and Designated) The fund at the end of August 2022 stood at £4,546. Some of these funds are for the Community Garden Project which broke ground in the Spring of 2021.

A modest amount is also held for the **Benevolence Fund**.

6. Terms relating to Endowment Funds held

Not applicable

This Reserves Policy has been approved by

Culcheth Methodist Church Council

Treasurer	Trustee
Full name Mrs Susan Carol Sherratt	Full Name KATHARINE BLAND
Signature S. C Sherratt	Signature 