

CULCHETH METHODIST CHURCH
Charity Number 1129901
Ellesmere Road, Warrington. WA3 4BS
TRUSTEES' ANNUAL REPORT
1st SEPTEMBER 2023 to 31st AUGUST 2024

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		Ex-officio
David Ogilvy	Steward		Ex-officio
Joyce McComb	Steward		Ex-Officioort
Ashley Hutchinson			Church Meeting
Janette Hutchinson	Secretary of the Pastoral Committee		Ex Officio
Roddy Marr			Church Meeting
Elizabeth Soehren	Steward		Ex Officio
Daphne Eastburn			Church Meeting
Amy Driver	Steward		Ex Officio
Christine Pathmarajah			Church Meeting
Julie Mainwaring			Church Meeting
Elizabeth Ann Marr			Church Meeting
Phil Harrison			Church Meeting
Joyce Daniels			Church Meeting
Susan Carol Sherratt	Treasurer		Ex Officio

NAME AND ADDRESSES OF ADVISERS CONSULTED BY THE TRUSTEES

None consulted in the year

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. The Circuit Meeting appoints a Circuit Steward to be an ex-officio member.

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. In the new year (from September 2024) all Districts in the northwest will be combined into one; the North West England District. The Circuit structure is also under review.

The Trustees of the Church work together in the Church Council which has leadership and oversight of all aspects of the Church's work. The Council is chaired by the Presbyter with pastoral charge of the church

The Council appoints a Treasurer to advise it on financial matters and the members of the church, at the annual General Church Meeting, appoint stewards. There are four stewards who are part of the team working with the presbyter for giving leadership and help over the full range of the church's activities and to hold in unity the variety of concerns that are contained within the whole ministry of the church. This team also includes the Treasurer and the Pastoral Secretary.

From time to time specific responsibilities are delegated to the Stewards or other groups.

The ten churches of the Circuit work closely together within "hubs" which regularly share worship and fellowship activities. Increasingly hubs are looking to see if they can share any roles.

Culcheth, together with Glazebury Methodist Church, forms the South Hub. Whilst the two churches remain independent organisations there are regular joint leadership team meetings which identify how the two churches can enhance their worship and missions by closer working and increase their fellowship. This year the two churches have combined their notice-sheets and worship in each building on alternate Sundays

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 availability of volunteers to manage them. 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 in the previous year cleaning costs were reduced by the redundancy of two part time cleaning posts with the work now being undertaken by Volunteers. In this year the church has started to feel the impact of this considerable reduction in costs

The key risk management actions during the year were the;

- continuation of the policy that no major expenditure should be made without the authority of the treasurer with prior Council awareness and, if required, discussion of the need for the expenditure.
- detailed financial reporting and projections to every Council Meeting
- reduction in non-essential expenditure and the requirement that any non-routine expenditure over £50 should be discussed with the treasurer beforehand
- An increase in lettings fees to user groups
- The opening of a new bank account more appropriate to the church's needs and allowing online management.

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 and audit 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.
- Equality Diversity and Inclusion awareness training for all role holders and trustees
- 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 possible major area of 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 which took place in this year
- The registration of the kitchen with Warrington Borough Council and attendance by volunteers at a Food Safety course
- The requirement that the leaders of all Church events and initiatives draw up a risk assessment for their activity which also includes a safeguarding risk assessment.

- The safety and integrity of the property are regularly monitored and any necessary remedial/improvement work is implemented.

The Church is subject to the requirements of the **General Data Protection Regulations (GDPR)**. At the outset of the new procedures Council agreed a policy and procedures 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 have been identified and will be addressed.

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.

- The church building is available for booking by community groups and for family parties etc. It is home to a Tuesday Tots gathering (which is supported by church volunteers) and a preschool (ABC) both of which are much appreciated by the local community. It also hosts Scouts, Guides, Brownies and a yoga group. Recent lettings include to a regular baby ballet class and to the University of the Third Age which is offering an IT literacy course to the community.
- The church's pastoral support system and activities have included members of the local community not just church members. Outreach in our local care home includes craft work, gardening as well as leading worship.
- The community garden continues to be successful as a source of; great pleasure for our neighbours and passers-by, learning for the pre-school children and produce for the community especially those living in retirement apartments close to the church who do not have a garden.
- The church's welcome area which is open to all when the building is open is well used. Activities attended by many in the community include;
 - A fortnightly Meeting Point gathering with invited speakers,
 - A fortnightly musical appreciation session
 - A Monday prayer group and coffee morning
 - Saturday Morning Coffee gatherings which are open to and used by the wider community.

- Being used as a gathering place by families whose children attend events and the nursery in the church.
- The church and its community, continues to support external charities such as the local Food Bank, the Salvation Army Christmas Toy Appeal, Christian Aid week, All We Can, Warrington Youth for Christ and Action for Children. The Leadership Team is considering how the church might increase this charitable giving.
- The church is open to all for weddings, funerals and baptisms as, of course, is its worship and fellowship activities. Uniformed organisation take part in special services such as those for Mothering Sunday and the Harvest Festival. An annual Memorial Service and the Carol Service are well attended and appreciated by the wider community
- The church is the place of refuge for Twiss Green Primary School and hosts their annual carol service
- The church's Hearts & Hands craft Group is also open to everyone with some non-church young people attending.
- As in all Methodist Churches office holders have started to undertake mandatory awareness training in Equality, Diversity and Inclusion (EDI) matters in a bid to make our community work and worship activities more affirming and supportive of all.
- In response to a request from the church the Parish Council has provided funding to assist in the relocation of the defibrillator (funded by the Scouts) to an outside wall to make it available to the whole community not just users of the building
- The church hosts various local groups for the villages' annual Christmas Fair
- The Council is actively seeking ways, in accord with the Charity's objectives, to utilise currently uncommitted funds raised for youth work now that it is unable to continue to fund a youth worker whose role extended into the local community and High School

Despite the challenges of reducing membership and funds the trustees confirm and demonstrate through these activities that they have had regard to the Charity Commission's guidance on public benefit.

FINANCIAL REVIEW

The Accounts were approved by the Trustees on 10th January 2025 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 and that there have been no such incidents.

SIGNED ON BEHALF OF THE CHARITY'S TRUSTEES:



Reverend Katharine Bland

Date 29th January 2025

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

CULCHETH

Church

FOR THE YEAR ENDED

31 August 2024

Leigh and Hindley

Circuit

Circuit no.

06/07

Registered Charity - Charity Registration number

1129901

If not a registered charity His 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 Soehren

Joyce McComb

Treasurer:

Carol Sherratt

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS				
a2	Offerings and Tax recovered	60,662		60,662 ✓	52,586
a3	Bank and CFB interest and Investment income	282	774	1,056 ✓	687
a4	Lettings	14,493		14,493 ✓	12,013
a5	Other receipts	5,766	350	6,116 ✓	9,188
a6	TOTAL RECEIPTS	81,203	1,124	82,327 (a7)	74,474

SECTION B		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
b1	PAYMENTS				
b2	Circuit Assessment or Share	42,807		42,807	42,807
b3	Donations	300		300	300
b4	Repairs and Maintenance	9,535		9,535	4,102
b5	Utilities (Insurances, water charges, heating & lighting)	12,087		12,087	8,250
b6	CLEANERS	7,435		7,435	7,303
b7	Other payments	3,082	1,510	4,592	2,414
b8	TOTAL PAYMENTS	75,246	1,510	76,756 (b9)	65,176

SECTION C		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR (a6-b8)	5,957	(386)	5,571	9,298
c2	Total funds brought forward from last year	52,101	1,049	53,150 (c6)	43,852
c3	Sub total (c1+c2)	58,058	663	58,721	53,150
c4	Transfers and adjustments				
c5	TOTAL FUNDS AT END OF YEAR (c3+c4)	58,058	663	58,721 (c8)	53,150 (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	768	575
d3	Offerings/Gifts - passed to external organisations	768	575
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 2024 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)	82,327 (a7)	76,756 (b9)	5,571	(c7)	53,150 (c6)	58,721 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	82,327	76,756	5,571		53,150 (x)	58,721 (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 2024**

		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	35,370	39,640
f3	Bank Deposit Account		
f4	Central Finance Board	17,780	19,081
f5	Trustees for Methodist Church Purposes		
f6	Other funds		
f7	SUB TOTAL - Church accounts	53,150 (c8)	58,721 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)	(e12)
f9	TOTAL CASH FUNDS HELD BY CHURCH	53,150 (x)	58,721 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

		At 1 September 2023	At 31 August 2024
g1	Investments (Include Endowments)		
g2	Land & Buildings (see notes re insurance value)	2,724,801	2,724,801
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 Church

~~26-Jul~~ 06/07

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2024 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 15.10.24
Name and address of treasurer MRS S C SHERRATT 85 ANDERSON CLOSE
PADGATE WARRINGTON Post Code WAZ 0PQ

Presentation to the Church trustees

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

Signature of the Chair of the meeting [Signature]
Name of the Chair of the meeting KATHARINE BLAND Date 10.1.25

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 2024 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

Name of Church CULCHETH METHODIST CHURCH No 1129901
Circuit No 06107

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 Thomas H McComb BACC CA.

Name of independent examiner THOMAS H McComb

Relevant professional qualification of independent examiner BACC CA.

Name of firm (where appropriate) N/A

Address 3, DOEFORD CLOSE, CULCHETH W43 4DL

Post Code W43 4DL

Date 29 October 2024

* delete or circle as appropriate

RESERVES POLICY

Report on behalf of

Culcheth
(*Church Council/ Circuit Meeting/District)

To

Leigh and Hindley
(*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(*Church Council ☐/Circuit Meeting ☐/District ☐)

1.	General Funds held at Y/E 31/08/24	£39,640
2.	Restricted Funds held "	£1,950
3.	Designated Funds held "	£17,131

4. Reserves policy for General Funds

The Reserves Policy is needed to maintain cashflow throughout the year and unexpected expenditure should the church have to consider closure. The Pre-school group which operates on the premises are experiencing financial difficulties and if they were to close this would have a big impact on the church's income. The Reserves should remain at £32,000.

5. Policy for Designated and Restricted Funds

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

Youth Work Fund (Designated) The fund at the end of the year was £15,409. Discussion about how to best utilise these funds is with Church Council as a Youth Worker is no longer employed.

Property Grant Fund (Restricted and Designated) The fund at the end of August 2024 was £1,950. This includes funds for the Community Garden.

A modest amount is also held for the Benevolence Fund

6. Terms relating to Endowment Funds held

This Reserves Policy has been approved by

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

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