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**ST NEOTS AND HUNTINGDON CIRCUIT**

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**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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## ST NEOTS AND HUNTINGDON CIRCUIT

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 AUGUST 2021

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#### Trustees

Rev J J Bamber, Superintendent minister  
Rev S Baker, Minister  
Rev N Witham, Minister  
Rev P Siddall, Supernumerary minister  
Rev W G F Vivian, Supernumerary minister  
Rev H Walker, Supernumerary minister  
Deacon S Roberts, Supernumerary deacon  
Mrs R Butler, Circuit Steward  
Mr N Bainbridge, Circuit Steward (appointed 22 September 2021)  
Mrs L M Charlton, Circuit Steward  
Miss E A Cracknell, Circuit Treasurer  
Mr B A Walker, Circuit Steward (resigned 31 August 2021)  
Mr R Ward, GDPR Champion  
Mrs P Wear, Circuit Steward (resigned 31 August 2021)  
Mrs P R Zahner, Circuit Steward  
Miss V J Almond, Circuit Safeguarding Officer (appointed 1 November 2021)  
Mrs G Andrew, Circuit Safeguarding Officer (resigned 31 October 2021)  
Mrs J M Bainbridge, Methodist Women in Britain  
Mr P J Barker, World Mission Fund Treasurer  
Mr A Butler, Connexional Funds Treasurer  
Mr J M Green, Local Preacher's Secretary  
Mrs O M Watkins, Circuit Meeting Secretary  
Mr G E J Wrycroft, Circuit Property Steward

The following trustees are elected representatives from churches within the St Neots and Huntingdon Circuit:

Alconbury - Mrs H Purbrick  
Berkley Street, St Neots - Miss A M Cracknell, Mrs P A Garrod (resigned 10 December 2020, Mrs B K Spencer and Mr C J Thompson (appointed 11 March 2021)  
Brampton - Mr A E Cannon and Mrs R Parsons  
Buckden - Mr A R Baxter and Miss C M Swebstone  
Eaton Ford - Mr B Gardiner and Miss E Hines  
Great Barford - Mr A G Besant and Mrs S M Dowman  
Hilton - Mrs S Hay, Mrs D J Whatley and Mrs H Woods  
Huntingdon - Mr I O Chinnappa, Mr P R Hornsby and Mr A J Sainsbury  
Over - Mr C G Smith  
Ramsey - Mrs H M Tydda, Mr D M Watkins and Mr D A Whistler  
Sawtry - Mr M Baker, Mr M Coates and Miss K A Paterson  
St Ives - Dr P Dean (resigned 18 October 2021), Mr C W Jones (resigned 31 August 2021), Mr T Kelby (appointed 18 October 2021), Mr J Knell (appointed 18 October 2021), Mrs L E Knell and Mrs K Pickin (appointed 11 March 2021)  
Temptford - Mr S C Gosling, Mrs C A Gosling and Mrs E Knott  
Warboys - Mr J K Rogers and Mrs J Rogers

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**ST NEOTS AND HUNTINGDON CIRCUIT**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
(CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2021**

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**Charity registered number**

1132338

**Principal office**

Huntingdon Methodist Church, 17 High Street, Huntingdon, Cambs, PE29 3TE

**Accountants**

Moore, Rutland House, Minerva Business Park, Lynchwood, Peterborough, PE2 6PZ

**Bankers**

HSBC plc, 5 High Street, St Neots, Cambs, PE19 1DE

Central Finance Board of the Methodist Church, 9 Bonhill Street, London, EC2A 4PE

**Custodian Trustees**

Trustees for Methodist Church Purpose (TMCP), Central Buildings, Oldham Street, Manchester, M1 1JQ

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2021

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The Trustees present their annual report together with the financial statements of the charity for the year from 1 September 2020 to 31 August 2021.

#### **Objectives and activities**

##### **a. Policies and objectives**

The St Neots and Huntingdon Circuit (14/25) is part of the East Anglia District of the Methodist Church. The Circuit provides ministerial oversight and pastoral care of 14 churches in the St Neots and Huntingdon area.

The Circuit's mission policy and priorities, as adopted by the Circuit Meeting in September 2017, is as follows: We believe that we are called together by God to be Christ-centred, disciple-focussed and Spirit-led. This belief shapes our decision making, vision, allocation of our God-given resources and mission priorities.

As a Circuit, we seek to support and resource initiatives which can be church or Circuit led and which meet one or more of the following priorities:

- Undergird all we are, and all we seek to do in prayer;
- Make new disciples and nurture existing ones;
- Offer creative and different opportunities for inspiring worship throughout the week;
- Create authentic, welcoming communities which are accessible to all;
- Embed a culture of teamwork, encouragement and nurture among both lay and ordained leaders;
- Practise radical hospitality;
- Enable effective governance and communication;
- Maintain an outward focus;
- Identify what we do well and do it;
- Empower ministry to be collaborative and affirm the giftedness of all;
- Invest in leaders that they might invest in others.

In enflashing these priorities - and in common with the whole Methodist Church - we will work in partnership with others wherever possible.

We will encourage each of our churches to shape its life and witness around these priorities.

##### **b. Activities undertaken to achieve objectives**

The Circuit recognises the wide range of activities being undertaken in local churches, either offering direct Christian teaching or creating an environment where people can share their faith with others.

All the churches have remained active during the covid-19 pandemic, being open for public worship where possible, sharing in worship using printed worship sheets and recorded telephone services or meeting online via Zoom. The churches have continued to provide an accessible and welcoming venue for all Christians, or those who wish to know more about the Christian faith, to meet, talk and worship together. The Circuit believes that the message of the Christian faith has an important role in helping communities to live together in peace and harmony.

The Circuit is fully committed to the Methodist Church's policy on safeguarding and has provided ongoing training and support for people undertaking leadership roles within the church, especially those working with children and young people, and/or vulnerable adults.

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

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#### Objectives and activities (continued)

##### c. Main activities undertaken to further the charity's purposes for the public benefit

The Circuit has considered the Charity Commission's general guidance on public benefit and believes that the activities undertaken are for the benefit of all members of the Circuit churches and the wider community.

#### Structure, governance and management

##### a. Constitution

St Neots and Huntingdon Circuit became a registered charity, number 1132338, on 26 October 2009.

##### b. Methods of appointment or election of Trustees

The management of the Circuit is the responsibility of the Trustees who are elected and co-opted under the terms of the Deed of Union (1932) and Methodist Church Act (1976).

Trustee appointments include:

- All presbyters stationed within the Circuit (ex-officio)
- All supernumerary presbyters and deacons within the Circuit (if they wish to be appointed as a trustee)
- All Circuit Stewards, including the Circuit Treasurer and Chair of Manse Committee (if not a Circuit Steward)
- The Circuit Meeting Secretary, Circuit Safeguarding Officer, Local Preachers' Secretary, GDPR Champion, Methodist Women in Britain representatives and treasurers of Connexional Funds and the World Mission Fund
- Representatives from each church within the Circuit to include: a church steward, the treasurer and at least one church representative elected by the local church council. Churches with over 50 members are eligible to elect two representative members.

##### c. Organisational structure and decision-making policies

The Board of Trustees is known as the Circuit Meeting and meets quarterly to receive reports and discuss the Circuit's activities. Circuit Meeting members comprise Circuit officers and representatives from member churches, as set out on page 1.

Day to day responsibility for the pastoral needs of the Circuit is delegated to the Superintendent minister, presbyters and other members of the ministerial team. Circuit Stewards exercise responsibility for the more practical aspects of ministry, including property and finance, alongside pastoral ministry to the ministers and their families and sharing collective responsibility and oversight for the spiritual and material well-being of the Circuit.

##### d. Policies adopted for the induction and training of Trustees

New trustees are encouraged to read Charity Commission Guidance on the responsibilities of trustees under charity law and also to read and follow the procedures set out in the Constitution and Discipline of the Methodist Church.

##### e. Pay policy for key management personnel

Stipends and allowances are paid to presbyters stationed in the Circuit, in accordance with the rates agreed by the Connexional Pay and Allowances Committee. Presbyters are only paid for their role within the church and not for their roles as charity trustees. Circuit Stewards and all other trustees act in a voluntary capacity and do not receive any remuneration.

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

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#### Structure, governance and management (continued)

##### f. Financial risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the reputation, operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks wherever possible.

In particular, the Circuit is continuing to monitor the situation regarding the covid-19 pandemic, the impact of the pandemic on lettings and other income received by local churches and their ability to contribute to the Circuit assessment. All expenditure is monitored closely, to seek to ensure that the Circuit, and the churches it supports, are able to continue to operate effectively and efficiently.

#### Achievements and performance

##### a. Main achievements of the charity

###### General activities

The Circuit has continued to adapt its worship and other activities, in response to the ongoing coronavirus pandemic. Whilst church premises were closed in accordance with government guidance, services and other groups have continued to meet online wherever possible, using Zoom, YouTube and Facebook live. Recorded telephone messages were made available throughout the year under review, alongside weekly service sheets for members to use at home.

As covid-19 restrictions have eased, each church has undertaken its own risk assessment and established procedures to enable services and other activities to resume on church premises, in a covid-secure environment.

Circuit activities continue to be financed by contributions made by each of the member churches, as agreed on approval of the Circuit budget. The Circuit requested assessment contributions totalling £174,250 and these were received as agreed (in 2019/20 Circuit assessment of £185,000 was requested and £185,516 received). The budget agreed for 2020/21 included a planned use of Circuit reserves, to enable the Circuit to maintain its level of ministry whilst recognising the loss of income in member churches. However, as some of the costs reduced more than expected, the loss for the year was less than forecast and a similar, planned use of reserves has been agreed for 2021/22.

The majority of Circuit expenditure continues to relate to the costs of employing the ministerial team and maintaining the four Circuit manses. In addition, the Circuit is required to contribute towards the costs of the East Anglia District and the Connexional team via the district assessment and travel fund. The Circuit also oversees the training and development of Local Preachers, lay workers and volunteers so that they are also able to lead worship and lead the local church communities in their activities.

Rev S Baker-Maher joined Rev J Bamber and Rev N Witham in September 2020, bringing the number of presbyters back to the desired level of three, full-time appointments. Pastoral oversight was re-arranged so that each church has its own, named presbyter and with Rev S Baker-Maher being allocated specific time to complete her probationer studies.

###### Outreach Ministry Project

The children and families worker appointed to St Ives Methodist Church in January 2020 continued throughout the year and, in October 2020, a new children and families worker was appointed to Berkley Street Methodist Church in St Neots. In accordance with Methodist guidelines, the St Neots and Huntingdon Circuit is the employing body for these appointments.

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

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#### **Achievements and performance (continued)**

Both appointments were initially offered for a five year period. The St Ives appointment is being financed by a grant from the East Anglia District and from funds raised by the local church. The St Neots appointment is being financed by a grant from the East Anglia District, the use of designated Circuit funds and funds raised by the local church. In both cases, the funds raised by local churches to finance the outreach ministry work are held within the Circuit's restricted funds and any unused funds will be returned to the local churches at the end of the project.

Whilst the St Ives appointment is continuing and the church is seeing growth in the development of its ministry among young people and their families, the worker appointed to St Neots resigned in September 2021. Work with children and young people in St Neots is, once again, being undertaken by a team of volunteers whilst the outreach ministry project is being re-assessed.

#### **Financial review**

##### **a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **b. Reserves policy**

An annual budget is prepared by the Circuit Treasurer and reviewed by treasurers from each of the churches within the Circuit, before being presented to the Circuit Meeting. The budget provides for ministerial and administrative support costs, contributions to District expenses and an allowance for the maintenance of the circuit's manses.

The Circuit reviewed its reserves policies in 2018/19 and it was agreed that two new funds would be created:

1. Ministry and training fund - the Circuit's general funds have increased in recent years, due to unforeseen changes in presbyteral staffing levels. Where the planned expenditure on stipends and lay employment was not incurred as expected, surplus funds were transferred to a Ministry and training fund, to offset the future costs of lay or ordained staff or to fund additional training needs within the Circuit.
2. Project fund - income from the letting of the Ramsey manse has generated additional income and has been set aside in a Projects fund to enable the Circuit to grant support to local churches. Grants have previously been made from the Circuit Model Trust Fund, but the balance on the fund is low and will only be increased if a church closes and the building is sold.

The level of general reserves continues to be in excess of the policy to hold an average of six months operating expenditure, hence the policy adopted for 2020/21 to use some of the Ministry and training fund and the general fund to support Circuit ministry.

Details of all Circuit reserves are set out in note 12 to the financial statements.



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## ST NEOTS AND HUNTINGDON CIRCUIT

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### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2021

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#### c. Principal risks and uncertainties

The principal financial risk faced by the Circuit is uncertainty over future levels of funding. Along with many Methodist churches, the average age of congregations is increasing, and a limited number of active members puts additional pressure on a small number of people within each church community. Whilst the Circuit seeks to encourage churches to engage in mission and outreach activities to increase the number of people at worship, the long-term future of the Circuit churches remains uncertain. The closure of church premises as a result of the coronavirus pandemic has added to the financial uncertainties within the Circuit and it is hoped that the risks can be mitigated by the ongoing management of the Circuit's reserves.

The Circuit's insurance policy includes buildings insurance for the four Circuit manses, contents insurance for manse property belonging to the Circuit, trustee indemnity insurance and public liability insurance.

Throughout the coronavirus pandemic, the Methodist Church has provided regular updates on the use of the premises and the activities which are permitted within acts of worship. Information has been disseminated through local church leadership teams and co-ordinated by a Circuit Covid-19 Responsible Officer.

#### Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**Rev J J Bamber**  
Superintendent minister  
Date: 16 March 2022



**Miss E A Cracknell FCCA**  
Circuit treasurer

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2021

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#### Independent Examiner's Report to the Trustees of St Neots and Huntingdon Circuit ('the charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 August 2021.

#### Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent Examiner's Statement

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Signed: 

Carolyn Rossiter

Dated: 22 April 2022

FCA

**Moore**

Chartered Accountants, Rutland House, Minerva Business Park, Lynchwood, Peterborough, PE2 6PZ

**ST NEOTS AND HUNTINGDON CIRCUIT**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 AUGUST 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>Income from:</b>					
Donations and legacies	3	-	40,942	40,942	20,415
Charitable activities	4	174,250	-	174,250	185,516
Other trading activities	5	11,059	-	11,059	8,692
Investments	6	589	-	589	2,324
<b>Total income</b>		<b>185,898</b>	<b>40,942</b>	<b>226,840</b>	<b>216,947</b>
<b>Expenditure on:</b>					
Charitable activities	7	193,310	40,046	233,356	225,222
<b>Total expenditure</b>		<b>193,310</b>	<b>40,046</b>	<b>233,356</b>	<b>225,222</b>
<b>Net (expenditure)/income before net gains/(losses) on investments</b>		<b>(7,412)</b>	<b>896</b>	<b>(6,516)</b>	<b>(8,275)</b>
Net gains/(losses) on investments		1,195	-	1,195	(117)
<b>Net (expenditure)/income</b>		<b>(6,217)</b>	<b>896</b>	<b>(5,321)</b>	<b>(8,392)</b>
Transfers between funds	13	(7,085)	7,085	-	-
<b>Net movement in funds</b>		<b>(13,302)</b>	<b>7,981</b>	<b>(5,321)</b>	<b>(8,392)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		1,262,427	30,500	1,292,927	1,301,319
Net movement in funds		(13,302)	7,981	(5,321)	(8,392)
<b>Total funds carried forward</b>		<b>1,249,125</b>	<b>38,481</b>	<b>1,287,606</b>	<b>1,292,927</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 11 to 24 form part of these financial statements.

**ST NEOTS AND HUNTINGDON CIRCUIT**

**BALANCE SHEET  
AS AT 31 AUGUST 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	10	999,500	999,500
<b>Current assets</b>			
Debtors	11	9,757	17,867
Cash at bank and in hand		320,031	325,764
		<u>329,788</u>	<u>343,631</u>
Creditors: amounts falling due within one year	12	(41,682)	(50,204)
<b>Net current assets</b>		<u>288,106</u>	<u>293,427</u>
<b>Total net assets</b>		<u><u>1,287,606</u></u>	<u><u>1,292,927</u></u>
<b>Charity funds</b>			
Restricted funds	13	38,481	30,500
Unrestricted funds	13	1,249,125	1,262,427
<b>Total funds</b>		<u><u>1,287,606</u></u>	<u><u>1,292,927</u></u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

*James Bamber*

**Rev J J Bamber**  
Superintendent minister  
Date: 16 March 2022

*E A Cracknell*

**Miss E A Cracknell FCCA**  
Circuit treasurer

The notes on pages 11 to 24 form part of these financial statements.

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

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#### 1. General information

St Neots and Huntingdon Methodist Church Circuit is a charity registered in England and Wales (charity number 1132338). The Circuit office is based at Huntingdon Methodist Church, 17 High Street, Huntingdon, Cambs PE29 3TE.

#### 2. Accounting policies

##### 2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

St Neots and Huntingdon Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### 2.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

##### 2.3 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

##### 2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

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#### 2. Accounting policies (continued)

##### 2.4 Expenditure (continued)

Grants are recognised in full once there is a legal or constructive obligation to transfer economic benefits to a third party. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

##### 2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

##### 2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost, net of any provision for impairment.

The charity's only assets are the four manses which are included at historic cost and held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees for the Circuit.

No depreciation is provided on the buildings because the trustees consider the residual value of the manses to be not less than cost. The manses are regularly inspected and there are no indications of impairment.

##### 2.7 Investments

The investments of the Circuit are held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees, but represent short term cash deposits and are, therefore, included as cash at bank. The valuations, at market value, are those provided by TMCP. The unrealised gains arising on investments at the end of the year are shown in the Statement of Financial Activities.

##### 2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### 2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### 2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

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**ST NEOTS AND HUNTINGDON CIRCUIT**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021**

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**2. Accounting policies (continued)**

**2.11 Pensions**

The charity contributes to the Methodist Ministers' Pension Scheme, a defined benefit scheme for the benefit of presbyters stationed within the Circuit. It is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to the St Neots and Huntingdon Circuit. As a consequence, the charity accounts for this scheme as if it was a defined contribution scheme and the amount charged to the Statement of Financial Activities represents contributions payable to the scheme in respect of the accounting period.

The charity also operates a defined contribution pension scheme for the benefit of lay employees which is administered by the TPT Retirement Solutions (formerly known as The Pensions Trust). Contributions payable in respect of the accounting period are charged to the Statement of Financial Activities.

**3. Income from donations and legacies**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
<b>Donations</b>				
Berkley Street Methodist Church	-	15,000	<b>15,000</b>	-
General donations	-	-	-	48
<b>Grants</b>				
East Anglia District (St Ives)	-	6,705	<b>6,705</b>	6,812
East Anglia District (St Neots)	-	2,000	<b>2,000</b>	-
<b>Donations to Connexion</b>				
World Mission Fund	-	4,671	<b>4,671</b>	1,323
Connexional Funds	-	12,566	<b>12,566</b>	12,232
	<hr/> - <hr/>	<hr/> 40,942 <hr/>	<hr/> <b>40,942</b> <hr/>	<hr/> 20,415 <hr/>
<i>Total 2020</i>	<hr/> 48 <hr/>	<hr/> 20,367 <hr/>	<hr/> 20,415 <hr/>	

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**ST NEOTS AND HUNTINGDON CIRCUIT**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021**

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**4. Income from charitable activities**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Assessment	174,250	174,250	185,516
	<u>174,250</u>	<u>174,250</u>	
<i>Total 2020</i>	<u>185,516</u>	<u>185,516</u>	

**5. Income from other trading activities**

**Income from fundraising events**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Lettings income	11,059	11,059	8,692
	<u>11,059</u>	<u>11,059</u>	
<i>Total 2020</i>	<u>8,692</u>	<u>8,692</u>	

**6. Investment income**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Interest received	589	589	2,324
	<u>589</u>	<u>589</u>	
<i>Total 2020</i>	<u>2,324</u>	<u>2,324</u>	



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## ST NEOTS AND HUNTINGDON CIRCUIT

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

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#### 7. Analysis of expenditure by activities

The Circuit is considered to have one activity but expenditure has been grouped under four headings, to separate expenditure according to income streams. Circuit Ministry is funded by the assessment, Outreach Ministry by local churches and District grants, CMTF Grants from reserves and Connexional Funds from specific donations which are administered centrally by Circuit officers.

	<b>Activities undertaken directly 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Circuit Ministry	193,310	<b>193,310</b>	188,127
Outreach Ministry	22,809	<b>22,809</b>	7,493
CMTF Grants	-	-	16,047
Connexional Funds	17,237	<b>17,237</b>	13,555
	<hr/> 233,356 <hr/>	<hr/> <b>233,356</b> <hr/>	<hr/> 225,222 <hr/>

Details of the actual costs incurred are shown in the following note:

**ST NEOTS AND HUNTINGDON CIRCUIT**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021**

**7. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Circuit Ministry 2021 £</b>	<b>Outreach Ministry 2021 £</b>	<b>CMTF Grants 2021 £</b>	<b>Connexion- al Funds 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Staff costs	122,243	22,809	-	-	<b>145,052</b>	105,447
District Assessment	38,014	-	-	-	<b>38,014</b>	40,526
Methodist Church Fund	-	-	-	17,237	<b>17,237</b>	13,555
Telephone	6,838	-	-	-	<b>6,838</b>	5,581
Travel	3,985	-	-	-	<b>3,985</b>	1,669
Utilities	10,830	-	-	-	<b>10,830</b>	8,434
Maintenance of manse	5,851	-	-	-	<b>5,851</b>	24,327
Grants	536	-	-	-	<b>536</b>	16,228
Contributions to District Advance Fund	1,657	-	-	-	<b>1,657</b>	2,356
Removal expenses	236	-	-	-	<b>236</b>	2,262
Miscellaneous expenses	2,507	-	-	-	<b>2,507</b>	3,659
Training costs	-	-	-	-	<b>-</b>	352
Apprenticeship levy	613	-	-	-	<b>613</b>	826
	<u>193,310</u>	<u>22,809</u>	<u>-</u>	<u>17,237</u>	<u><b>233,356</b></u>	<u>225,222</u>
<i>Total 2020</i>	<u><i>188,127</i></u>	<u><i>7,493</i></u>	<u><i>16,047</i></u>	<u><i>13,555</i></u>	<u><i>225,222</i></u>	

In 2020/21, the only grants paid were from the Mission and Education Fund, with £500 being awarded to St Ives Methodist Church to develop a 'Sports Church' initiative.

In 2019/20, grants were paid to:

St Ives Methodist Church - £5,000 towards the new heating system and £10,000 for Project 200

Sawtry Methodist Church - £1,047 towards the church refurbishment

Mission and Education Fund - total of £181 paid for four small projects

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ST NEOTS AND HUNTINGDON CIRCUIT

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021

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8. Independent examiner's remuneration

No fees have been charged by Moore for the independent examination of the accounts.

9. Staff costs

	2021 £	2020 £
Wages and salaries	115,205	86,008
Social security costs	8,514	5,557
Pension contributions	21,333	13,882
	<u>145,052</u>	<u>105,447</u>

The average number of persons employed by the charity during the year was as follows:

	2021 No.	2020 No.
Presbyters	3	5
Outreach workers	3	2
Administrative staff	1	1
	<u>7</u>	<u>8</u>

The average headcount expressed as full-time equivalents was:

	2021 No.	2020 No.
Presbyters	3	2
Outreach workers	1	1
	<u>4</u>	<u>3</u>

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

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#### 9. Staff costs (continued)

No employee received remuneration amounting to more than £60,000 in either year.

Circuit Stewards and other trustees are all voluntary positions, but reimbursement of mileage and other expenses incurred on behalf of the charity may be claimed from the Circuit.

As presbyters are members of Circuit Meeting, they are also trustees of the charity. Presbyters receive a stipend and the benefit of work-related accommodation through the provision of a manse, in respect of their work for the Methodist Church. No remuneration is paid in respect of their position as trustees of the charity.

Remuneration paid to key management personnel (including pension contributions) during the year amounted to £108,123 paid to 3 full time presbyters (2020 £81,190 paid to 2 full time and 3 part-time presbyters).

#### 10. Tangible fixed assets

	Freehold property £
<b>Cost or valuation</b>	
At 1 September 2020	999,500
<b>Net book value</b>	
At 31 August 2021	999,500
At 31 August 2020	999,500

#### 11. Debtors

	2021 £	2020 £
<b>Due within one year</b>		
Prepayments and accrued income	9,757	17,867

**ST NEOTS AND HUNTINGDON CIRCUIT**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021**

**12. Creditors: Amounts falling due within one year**

	2021 £	2020 £
Accruals and deferred income	<u>41,682</u>	<u>50,204</u>

Deferred income represents Circuit assessment contributions received in advance totalling £41,234 (2020 £42,522).

**13. Statement of funds**

**Statement of funds - current year**

	Balance at 1 September 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2021 £
<b>Unrestricted funds</b>						
<b>Designated:</b>						
Manse	999,500	-	-	-	-	999,500
Manse repairs	(7,390)	-	(5,852)	10,500	-	(2,742)
Removals	4,100	-	(235)	1,735	-	5,600
Outreach	35,584	-	-	(7,085)	-	28,499
Benevolent	1,065	-	-	-	-	1,065
Ministry	29,942	-	-	(5,475)	-	24,467
Projects	4,785	-	-	8,910	-	13,695
	<u>1,067,586</u>	<u>-</u>	<u>(6,087)</u>	<u>8,585</u>	<u>-</u>	<u>1,070,084</u>
<b>General:</b>						
General	128,552	185,581	(185,433)	(15,670)	-	113,030
CMTF	66,289	317	(1,790)	-	1,195	66,011
	<u>194,841</u>	<u>185,898</u>	<u>(187,223)</u>	<u>(15,670)</u>	<u>1,195</u>	<u>179,041</u>
<b>Total Unrestricted funds</b>	<u>1,262,427</u>	<u>185,898</u>	<u>(193,310)</u>	<u>(7,085)</u>	<u>1,195</u>	<u>1,249,125</u>

**ST NEOTS AND HUNTINGDON CIRCUIT**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021**

**13. Statement of funds (continued)**

	Balance at 1 September 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2021 £
<b>Restricted funds</b>						
WMF	-	4,671	(4,671)	-	-	-
Connexional	20	12,566	(12,566)	-	-	20
St Ives-District	6,812	6,705	(6,705)	-	-	6,812
St Ives-Church	23,668	-	(4,033)	-	-	19,635
Berkley Street - District	-	2,000	(2,000)	-	-	-
Berkley Street - Church	-	15,000	(10,071)	7,085	-	12,014
	<u>30,500</u>	<u>40,942</u>	<u>(40,046)</u>	<u>7,085</u>	<u>-</u>	<u>38,481</u>
<b>Total of funds</b>	<u><u>1,292,927</u></u>	<u><u>226,840</u></u>	<u><u>(233,356)</u></u>	<u><u>-</u></u>	<u><u>1,195</u></u>	<u><u>1,287,606</u></u>

**Statement of funds - prior year**

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2020 £
<b>Unrestricted</b>						
<b>Designated:</b>						
Manse	999,500	-	-	-	-	999,500
Manse repairs	6,937	-	(24,327)	10,000	-	(7,390)
Removals	6,000	-	(2,262)	362	-	4,100
Outreach	35,584	-	-	-	-	35,584
Benevolent	1,105	-	(40)	-	-	1,065
Ministry	10,863	-	-	19,079	-	29,942
Projects	208	-	-	4,577	-	4,785
	<u>1,060,197</u>	<u>-</u>	<u>(26,629)</u>	<u>34,018</u>	<u>-</u>	<u>1,067,586</u>

ST NEOTS AND HUNTINGDON CIRCUIT

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021

13. Statement of funds (continued)

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2020 £
<b>General:</b>						
General	139,434	195,810	(172,674)	(34,018)	-	128,552
CMTF	70,507	770	(4,871)	-	(117)	66,289
	<u>209,941</u>	<u>196,580</u>	<u>(177,545)</u>	<u>(34,018)</u>	<u>(117)</u>	<u>194,841</u>
<b>Total Unrestricted funds</b>	<u>1,270,138</u>	<u>196,580</u>	<u>(204,174)</u>	<u>-</u>	<u>(117)</u>	<u>1,262,427</u>
<b>Restricted:</b>						
Connexional	20	13,555	(13,555)	-	-	20
St Ives-District	6,598	6,812	(6,598)	-	-	6,812
St Ives-Church	24,563	-	(895)	-	-	23,668
	<u>31,181</u>	<u>20,367</u>	<u>(21,048)</u>	<u>-</u>	<u>-</u>	<u>30,500</u>
<b>Total of funds</b>	<u>1,301,319</u>	<u>216,947</u>	<u>(225,222)</u>	<u>-</u>	<u>(117)</u>	<u>1,292,927</u>

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## ST NEOTS AND HUNTINGDON CIRCUIT

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

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#### 13. Statement of funds (continued)

##### **Unrestricted - Designated Funds:**

Manse Fund - the manse fund represents the value of the Circuit's four manses, held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees.

Manse repair Fund - the manse repair reserve ensures that funds are available for repairs and maintenance, when the need arises, funded by transfers from general funds. Additional costs were incurred in 2019/20, resulting in the fund becoming overdrawn in that year. The fund is being brought back into a positive reserve balance from the budget allocations in 2020/21 and 2021/22.

Removal Fund - the removal reserve ensures that funds are available for the Circuit to pay removal expenses and the relocation allowance for ministers joining the Circuit staff, funded by an annual transfer from general funds.

Outreach Ministry - the Circuit transferred funds from the Circuit Model Trust Fund (CMTF) to support the cost of outreach workers in the Circuit. These funds have been used to support the children and families worker appointed to Berkley Street Methodist Church in St Neots in 2020/21.

Benevolent Fund - the benevolent fund is available for use at the discretion of presbyters and Circuit Stewards to help anyone in need across the Circuit.

Ministry and Training Fund - surplus funds arising from the difference between planned and actual expenditure on stipends and lay employment have been transferred to the ministry and training fund, to pay for lay or ordained staff costs, or additional training needs, in the future.

Projects Fund - the net income generated by letting of spare manses has been credited to the projects fund, to enable the Circuit to show its support for local church building and other projects as the balance committed from the CMTF becomes depleted.

##### **Unrestricted - General Funds:**

General Fund - funds held in the general reserve are free reserves available to the St Neots and Huntingdon Circuit that have not been designated for any specific purpose.

Circuit Model Trust Fund (CMTF) - the CMTF contains proceeds from the sale of properties belonging to the Methodist Church in the St Neots and Huntingdon Circuit and is only available to support projects undertaken within the Circuit. Applications for CMTF grants are made to the Circuit Leadership Team so that the level of funding can be assessed before a decision is made by the Circuit Meeting. Current commitments from the CMTF are shown in note 15.

##### **Restricted Funds:**

Outreach Ministry Project - the balance of funds received from the East Anglia District and London Mission Fund for the outreach worker appointment in Huntingdon were used during the year.

Connexional Funds and World Mission Fund (WMF) - the Circuit collates and forwards contributions from local churches. Annual statements are prepared for the Circuit Meeting detailing the contributions made by individual churches and the totals passed on to the appropriate organisations

St Ives - the Circuit receives grant income from the East Anglia District to fund the employment of a children and families outreach worker in St Ives, with the balance of costs being met from funds raised by St Ives Methodist Church. All costs have been charged to the restricted fund as this is a local church project, and overseen by the Circuit due to Methodist Church requirements for all employment contracts to be administered by the Circuit.



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## ST NEOTS AND HUNTINGDON CIRCUIT

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

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#### 13. Statement of funds (continued)

St Neots - the Circuit receives grant income from the East Anglia District to help fund the employment of a children and families outreach worker in St Neots, with the balance of costs being met from the designated Outreach Ministry fund and funds raised by Berkley Street Methodist Church in St Neots. All costs have been charged to the restricted fund as this is a local church project, and overseen by the Circuit due to Methodist Church requirements for all employment contracts to be administered by the Circuit.

#### 14. Analysis of net assets between funds

##### Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	999,500	-	999,500
Current assets	291,307	38,481	329,788
Creditors due within one year	(41,682)	-	(41,682)
<b>Total</b>	<b>1,249,125</b>	<b>38,481</b>	<b>1,287,606</b>

##### Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	999,500	-	999,500
Current assets	313,131	30,500	343,631
Creditors due within one year	(50,204)	-	(50,204)
<b>Total</b>	<b>1,262,427</b>	<b>30,500</b>	<b>1,292,927</b>

#### 15. Grant commitments

At the reporting date, the Circuit had the following commitments from CMTF:

Sawtry Methodist Church - £18,400 for their building project  
Circuit Outreach ministry projects - £26,838

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## **ST NEOTS AND HUNTINGDON CIRCUIT**

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### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021**

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#### **16. Related party transactions**

During the year the charity employed Mrs E Witham, wife of Rev N Witham, one of the Circuit presbyters and a charity trustee, as the Children and Families worker in St Ives Methodist Church. The employment followed normal recruitment procedures. In the year ended 31 August 2021 the total remuneration paid to Mrs E Witham was £10,738 (including employer pension and national insurance contributions).