



Trustees Report and Annual Accounts for the year ended 31st August 2021

Trustees' Annual report for the year ended 31st August 2021

Introduction

The Trustees of the Wharfedale & Aireborough Circuit of the Methodist Church are pleased to present their Report for the year ended 31st August 2021.

Review of the Year

The Circuit operates 6 unrestricted and 5 restricted separate, open funds within its Accounts. The purpose of each Fund is summarised below and expanded in Notes to the Accounts BS6.

The **General Fund** deals with all the day-to-day expenditure of the Circuit; primarily it meets the cost of the presbyters and employees of the Circuit, contributes to District and Connexion costs and meets the cost of running and maintaining the manses; to pay for these costs the Circuit raises Assessments on each Church in the Circuit with the intention to raise just sufficient income to cover the budgeted expenditure.

A deficit of £7.7k arose on the Circuit's General Fund during the year illustrated by the following summarised comparison of the actual result and the budgeted result:

	Actual	Budget
	£ '000	£ '000
Income	405	411
Expenditure	-395	-417
Transfer In	+10	+4
Surplus/deficit	-8	-2

The **Circuit Model Trust Fund** exists to meet the need for major expenditure on Circuit property or to meet Circuit projects, both of which require the ultimate approval of the Trustees for Methodist Church Purposes ("TMCP"). The Fund increased in value from £32k to £159k during the year as a result of the proceeds from the sale of the redundant Timble Methodist Chapel which generated £183k net of sale costs and £129k after the application of the Connexional Levy of £53k. £2k was paid as a grant to support the employment of a lay worker at Menston MC.

There are five **Restricted Funds**:

Four of these were created many years ago, (Local Preachers' Library, Education and Youth, Small Churches and Training Fund) and have small balances carried forward from one year to the next. The Circuit intends to review the continued purpose of each in the future. The only one of the four historic Funds which saw any activity during the year was the Training Fund. Full details of all the Restricted Funds are shown in BS6 to the Accounts.

The **CAP Debt Centre Fund** was created in 2019 for the **restricted** purpose of separately managing donations and other income to be used to pay for the operation of a Christians Against Poverty (CAP) Debt Centre. Donations of £6.3k were received and a grant of £5.5k from Connexional funds. Expenditure of £16.4k was incurred made up of the costs of employing a part-time Debt Centre Manager and a monthly fee payable to CAP.

There are four **unrestricted designated** Funds:

The **Property Fund** was established in 2011 and exists to deal with the uneven incidence of maintenance and repair costs at the Circuit's 7 manses. (note9 below)

The **Beamsley Fund** was created in 2010 when the surplus funds of the Beamsley Chapel were transferred to the Circuit following the closure of the chapel. Since that time the Fund has been augmented by rents received from the tenants at the chapel.

The **Fund for the Norwood Chapel and Retreat Centre** was created in 2014 when the funds of the Norwood Church were transferred to the Circuit and the congregation became a class of Otley Church. A decision was made at the Circuit Meeting in February 2018 to continue worship at Norwood and maintain a meeting facility. To support the upkeep of the building and running costs, Norwood cottage is let at a commercial rent under an Assured Short Term Tenancy, further supported by the enrolment of 'Friends of Norwood' whose contribution mitigates the costs of the Chapel. During the year an appeal was made to churches and members around the Circuit for funds to refurbish the Chapel and attached cottage in order to continue activity.

The **Fund for Timble Chapel and Retreat Centre** was created during 2019 after Circuit Meeting elected to close the Chapel for regular worship. A small cash balance held by the local management team was transferred into Circuit Funds to support the minimal running costs (insurance and electricity). Post August 2020 the Circuit Meeting resolved to cease all worship at Timble Chapel and made steps to dispose of the property in 2021. The Fund's remaining balance of cr £20 was written off in 2022 and the Fund permanently closed.

In Aggregate the Circuit's total Funds as at 31st August 2021 stood at £2,943k, an increase from 2020 of £124k.

The work of the Circuit and its associated churches was impacted by the Covid pandemic and the various lockdowns. Communication across the Circuit was maintained by a weekly pastoral letter from the Superintendent Minister. Circuit Services, although restricted, did take place via Zoom. Zoom also enabled people to join together in worship, fellowship, Junior Church, quizzes, virtual coffee mornings, Advent and Lent courses and pastoral gatherings for special events.

Zoom facilitated necessary business meetings e.g. Church Councils, Circuit Leadership Team Meetings, Circuit Meetings, Staff meetings, Lay Employment oversight meetings etc. We were able to provide support as needed to the churches of the Circuit. Whilst some activities had to be curtailed we were able to progress much as expected in many aspects of our work.

Plans for 2021/22 and beyond

At the time the Budget for the current year (2021/22) was prepared it was envisaged that there would be 5.5 staff and 4 part-time lay employees supporting administration (10 hours per week), finance (17.5 hours per week) property (14 hours per week), CAP Debt Centre (16 hours per week) the equivalent of 1.6 full time employees. Account was taken of known stipend and salary increases for 2021/22 and the known change in District and Connexion costs; sensible estimates were made about all other Circuit costs. It was on this basis that the Assessments on churches for the current year were compiled. Due consideration has been given to the ongoing Covid-19 pandemic and no increases have been applied to church assessments.

Review of Circuit Staff Resources; during the year 2020/21 the Circuit conducted a review of Circuit Staff Resources both to prepare for a new Circuit Staff model to come into effect in September 2022 and to ensure that the model for our Circuit Lay Support Staff targets resources as effectively as possible. Our plans for 2021-2022 were changed when a member of staff left the Circuit earlier than planned to meet an urgent need in another part of the country. This has caused us to look again at lay staff provision and to add "activities coordinator" roles at both Yeadon and Pool. This will also result in challenges to fulfil the weekly preaching plan and require churches to hold an increasing number of "Local Arrangement" services. The Circuit will provide support through provision of both resources and training for local churches to be able to offer appropriate services of worship when preachers are not available.

We aim to shortly appoint a Circuit Manager to improve administration and communication across the circuit and between the churches and to offer support to the Circuit Ministers. We will then review what further lay appointments may be necessary to deliver strong financial and property oversight.

We are delighted to have a new Minister coming in Aug 2022 to take up a role having pastoral charge of the churches at Otley and Pool and to develop a new role of “Circuit Mission Enabler” initially focussing on leading digital outreach work. The Circuit Meeting has appointed Mrs Carol Newton as Circuit Meeting Secretary and Mr Alan Sheath as a Circuit Steward with responsibility for property.

We are concerned about the disruption that covid has caused to our work with children and young people across the Circuit and are looking to establish a “Circuit Youth” Team in order to take a fresh look at provision in this vital area of our work. The Circuit Leadership Team continue to work on renewing our Circuit Mission Statement around the themes of “Transformational, Sustainable, Missional,” and will be sharing its thinking with the summer Circuit Meeting as well as looking at the Connexional Oversight and Trusteeship Report in order to identify the minimum number of trustees bodies necessary for the Circuit and its churches to flourish.

Review of property held – during the year 2020/21 the sale of the Timble Chapel was finalised and after a review of suitability of existing manses and future needs, a decision was made to sell the manse at Bramhope which has been let since February 2018, and replace this with a new manse at East Busk Lane Otley. The sale of Bramhope manse was completed in November 2021 and a replacement purchase is to be completed Spring 2022. Further, plans to sell the now empty property at 6 Newall Hall Park Otley and Dorchester Drive Yeadon are in progress and expected to take place Summer 2022. The number of Circuit Manses will reduce from 7 to 5 by September 2022 in line with the expected staffing levels. One of our churches has decided to sell its current, extensive premises, and find another way of being church in that locality. Work is ongoing to enable both the sale of the current site and the identification of a new site for purchase or lease. The Circuit will continue to provide support to ensure the best outcome.

Basis of preparation and legal framework

The Charity’s annual report and accounts for the year ended 31st August 2021 have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) (effective from 1 January 2015) – (Charities SORP (FRS (102))).

Full name of Charity	The Wharfedale & Aireborough Methodist Circuit
Registered Charity Number	1132357
Date of registration	2011
Main communication address	20 Far Mead Croft Burley-in-Wharfedale LS29 7RR

The Members of the Wharfedale & Aireborough Methodist Circuit meeting are the Charity Trustees, membership being made up of Circuit office holders, ministers and representatives appointed by local churches.

Full membership is shown in the attached Appendix A

Circuit Ministers and Officers

Active Circuit Ministers

Deacon Elizabeth Day (p-t)

Rev. Shannon DeLaureal

Deacon Jenny Parnell

Rev. Tim Perkins

Rev. Roger Smith

Rev. Dr. Roberta Topham

Rev. Leonora Wassell (p-t)

As Superintendent Minister, the Reverend Timothy Perkins acted as chair of the Circuit Meeting. Rev Dr Martyn Atkins was employed by the Circuit on a part-time basis 0.2 fte for 6 months to June 2021. Rev Leonora Wassell (0.5 fte) and Deacon Jenny Parnell left the Circuit in August 2021.

Circuit Employees

During the year, the Circuit employed Mr Michael Fawcett as a part-time administrator who also acts as Circuit Secretary, Mrs Beverley Downes, part-time Property and Finance Officer and Mrs Carol Tooke, part-time Circuit Finance Advisor and Mrs Samantha Price, part-time Circuit CAP Debt Centre Manager. Mrs Beverley Downes resigned from her position in Aug 2021.

Circuit Stewards

The Circuit Stewards in office in the year ended 31st August 2021 were as follows:

Mrs Pauline Tate

Mrs Vivien Pitts

Mr Richard Lowe
 Mrs Margo Atkinson
 Mrs Hilary Murden

Circuit Finance matters are supported by Mr Richard Lowe who is Steward with responsibility for Finance Matters, supported by lay employee Mrs Carol Tooke, Circuit Finance Advisor.

The Circuit Ministers and Circuit Stewards meet 6 to 8 times a year as a Circuit Leadership Team.

The Independent Examiner is Stewardship Services (UKET) Limited of 1, Lamb's Passage, London EC1Y 8AB and one of their employees (this year Ajay Rajani FCIE) acts as the charity's independent examiner.

The Circuit's Investment Bankers are the Central Finance Board of the Methodist Church and Trustees for Methodist Church purposes

The Circuit's bank account is held at CAF Bank Ltd.

Aims and Organisation

The Charity's objective is to act as a resource provider for the Methodist Church within an area north west of Leeds between Rawdon and Guiseley to the south, Pool-in-Wharfedale to the east, Timble and Norwood to the north, and Ilkley and Addingham to the west.

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

The organisation and resourcing of regular public acts of worship open to members of the church and non-members alike.

The teaching of Christianity through sermons, courses and small groups.

The resourcing of pastoral work including visiting the sick and bereaved

Taking religious assemblies in local schools

Promoting of Christianity through the staging of events and services

Provision of chaplaincy services to local institutions

Public benefit

We confirm the Trustees have had regard to the Charity Commission's guidance on public benefit

Structure, governance and Management

The governing document for the Circuit is the Deed of Union (1932) and Methodist Church Act (1976). Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual conference (CPD).

Day to day management of the Circuit is undertaken by the Circuit Leadership Team.

Trustee Training

A range of guidance produced by the Methodist Connexion to support the effective running of the Circuit specifically the leaflet "The Role of a Trustee in the Methodist Church" is given to all new Circuit Meeting members as an induction to their role as Trustees.

Related Parties

The Circuit is part of the Yorkshire West District and is also accountable to the Methodist Conference.

The following Methodist Churches are linked to the Circuit.

Addingham Methodist Church
 Ben Rhydding Methodist Church
 Bramhope Methodist Church
 Burley-in-Wharfedale Methodist Church
 Guiseley Methodist Church

Hawthornthwaite Methodist Church
 Christchurch Ilkley LEP
 Menston Methodist Church
 Norwood Chapel and day retreat centre
 Otley Methodist Church
 Pool-in-Wharfedale Methodist Church
 Trinity Rawdon LEP

Yeadon Methodist Church

Christchurch Ilkley and Rawdon Church operate as part of Local Ecumenical Partnerships ("LEPS"). Christchurch Ilkley is an LEP involving Methodists and the United Reformed Church; that at Rawdon involves Methodists and members of the United Reformed Church and the Baptist Church.

Risk Management

The major risks have been identified and recorded by the Circuit Finance and Property Committees with professional advice taken as required. There is a regular annual review process undertaken and recorded. Income and expenditure is being monitored in total and is compared with the approved annual Budget on a half yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

Safeguarding

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's recreation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm

Methodist Connexional practice outlines commitment to the following principles:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults when they are vulnerable
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse
- we will carefully select and train all those with any responsibility within the church in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes

- we will respond without delay to every complaint made which suggests that an adult, child or young person may be harmed, cooperating with the Police and Local Authority in any investigation
- we will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care
- we will seek to challenge any abuse of power, especially by anyone in a position of trust
- we will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult
- in all these principles we will follow legislation, guidance and recognised good practice

The Wharfedale & Aireborough Circuit commits itself to ensuring the implementation of Connexional Safeguarding Policy, Government legislation, guidance and safe practice in the Circuit and in the Churches.

The Wharfedale & Aireborough Methodist Circuit commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable

Impact of Covid-19 pandemic

The impact of the Covid-19 pandemic affected the Circuit and its churches from March 2020. The Circuit relies upon income from its churches which in turn depends mainly upon income collected from members and rental income obtained from the use of buildings from e.g. community groups. Churches of the Circuit have been unable to hold regular worship or meetings and have been unable to make buildings available to community groups, activity has been limited to small gatherings when permitted and to online services. Circuit income has been maintained throughout the pandemic as churches have met the requested assessment of contribution and operating costs have been mitigated through lower travel expenses of ministers, lower building costs for e.g. heating, and when appropriate, the use of the government's furlough scheme.

Reserves Policy

The Circuit's Reserves Policy is set out in Note BS9 to these Accounts, following a review and recommendations from the Circuit's Finance team, the reserves policy was updated during 2019. The Circuit's Reserves as at 31st August 2021 satisfy the Circuit's new tests. Regular monitoring is required to ensure adherence to policy and if necessary, to put into place a plan to augment the Circuit's funds.

Post Covid-19 impact, reserves as at February 2022 met the minimum required; the Circuit has no plans to build reserves during the ongoing pandemic, but plans to sell Circuit assets will provide support for the Circuit and its churches' ongoing activities.

Responsibilities of trustees under charity law

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

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing these financial statements, the trustees are required to:

1. select suitable accounting policies and apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 and the Charity (Accounts and Reports) Regulations 2008. 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.

Statement of Financial Activities (SOFA) for the year ended 31 August 2021

	Notes to the accounts	General Fund (Unrestricted) £	Circuit Model Trust (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2020-21 £	Total 2019-20 £
Income								
1 Donations and legacies							0	0
2 Income from monetary investments	3	170	382	-	-		552	1,469
3 Income from investment properties							0	0
4 Assessments on Churches	4	383,604		-			383,604	396,010
5 Capital Receipts		-	182,975				182,975	0
6 Grants received	5	-	-	-	5,500		5,500	6,500
7 Other charitable income	6	20,941		17,753	6,325		45,019	37,256
8 Total income		404,715	183,357	17,753	11,825	-	617,650	441,235
Expenditure								
9 Grants and donations	7	-	2,000	3,500	-		5,500	6,750
10 Salaries and associated costs	8	266,919	-	-	9,559		276,478	296,645
11 Property maintenance	9	-	-	12,563	-		12,563	23,579
12 Connexional assessment & model trust levy	10	73,418	53,190	-	-		126,608	72,294
13 District Assessment & Levy	10	12,694	797	-	-		13,491	12,265
14 Depreciation							0	0
15 Office expenses							0	0
16 Other outgoings	11	41,349	64	10,064	6,844		58,321	48,184
17 Total charitable expenditure		394,380	56,051	26,127	16,403	0	492,961	459,717
18 Gains/(losses) on monetary investments							0	0
19 Gains/(losses) on investment properties		-					0	0
20 Net income/(expenditure)		10,335	127,306	-8,374	(4,578)	0	124,689	(18,482)
21 Transfers between funds	BS6	-	-	18,000			0	0
22 Other gains/(losses)							0	0
23 Net movement in funds		(7,665)	127,306	9,626	(4,578)	0	124,689	(18,482)
24 Total funds brought forward		2,715,738	32,281	55,675	15,371	-	2,819,064	2,837,546
25 Total funds carried forward		2,708,073	159,587	65,301	10,793	-	2,943,753	2,819,064

Balance Sheet as at 31 August 2021

Notes to the Accounts	General Fund (Unrestricted)	Circuit Model Trusts (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2021	Totals 2020
	£	£	£	£	£	£	£

Fixed Assets

Circuit Manses & Equipment	BS1	2,699,181				2,699,181	2,699,181
Investment properties						0	0
Investments						0	0
Total fixed assets		2,699,181	0	0	0	2,699,181	2,699,181

Current Assets

Debtors	BS2	25,765		629		26,394	24,994
Loans by the Circuit	BS2	8,499				8,499	3,499
Investments with TMCP	BS3		159,586			159,586	32,280
Central Finance Board Deposits	BS4	53,351		64,672	10,793	128,816	153,844
Cash at Bank and in hand	BS4	11,901				11,901	8,037
Total current assets		99,516	159,586	65,301	10,793	335,196	222,654

Current liabilities

Creditors (due in under 1 year)	BS5	90,624		0		90,624	102,771
Grants payable within 2020-21						0	0
Total current liabilities		90,624	0	0	0	90,624	102,771
Net current assets/liabilities		8,892	159,586	65,301	10,793	0	119,883

Total assets less current liabilities		2,708,073	159,586	65,301	10,793	0	2,943,753	2,819,064
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Long term liabilities (due after more than one year)								
Grants payable after 2020-21							0	0
Loans to the Circuit							0	0
							0	0
Net assets		2,708,073	159,586	65,301	10,793	0	2,943,753	2,819,064

Funds of the Circuit

General Fund (Unrestricted)		2,708,073					2,708,073	2,715,738
Circuit Model Trust Fund (Unrestricted)			159,586				159,586	32,280
Designated Funds (Unrestricted)				65,301			65,301	55,671
Total Unrestricted Funds							2,932,960	2,803,689
Restricted Funds					10,793		10,793	15,375
Endowment Funds						0	0	0
Total Funds	BS6	2,708,073	159,586	65,301	10,793	0	2,943,753	2,819,064

Cash flow statement for the year ended 31 August 2021

Statement of cash flows	Note	2021 £	2020 £
Cash from operating activities			
Net cash used in operating activities		-23,643	5,041
Cash flows from investing activities			
Dividends, interest and rents from investments		0	0
Proceeds from the sale of property, plant and equipment		0	0
Purchase of property, plant and equipment		0	0
Purchase of intangible assets		0	0
Proceeds from the sale of investments		2,479	22,076
Purchase of investments		0	0
Other		0	0
Net cash provided by investing activities		2,479	22,076
Cash flows from financing activities			
New borrowing		0	0
Repayments of borrowing		0	0
Net cash used in financing activities		0	0
Change in cash and cash equivalents in the reporting period		-21,164	27,117
Cash and cash equivalents at the beginning of the reporting period		161,881	134,764
Cash and cash equivalents at the end of the reporting period		140,717	161,881
Reconciliation of net income to net cash flow from operating activities		2021 £	2020 £
Net income for the reporting period (as per statement of financial activities)		124,689	-18,482
Adjustments for:			
Depreciation and amortisation charges		0	0
Profit on the sale of fixed assets		-129,785	0
Loss on the sale of fixed assets			0
Gains on investments		0	0
Dividends, interest and rents from investments			0
Decrease/(increase) in stocks		0	0
(increase)/decrease in debtors		-6,400	1,002
increase/(decrease) in creditors		-12,147	22,521
Net cash used in operating activities		-23,643	5,041
Analysis of cash and cash equivalent		2021 £	2020 £
Cash in hand		140,717	161,881
Short term deposit (less than 3 months)			0
Total cash and cash equivalents		140,717	161,881

Notes to the Accounts

Note 1. Basis of Accounting and Accounting Policies

a. Accounting Standard

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

b. FRS 102 SORP 2015

The Wharfedale & Aireborough Methodist Circuit meets the definition of public benefit entity under FRS 102.

c. Basis

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year. The accruals basis has been used and trustees present accounts that show a true and fair view of the Circuit's financial position and activities.

d. Content

The financial information presented is relevant, reliable, comparable and complete. Where estimates are used these are based upon experience, judgement and research. The accounts are expressed in £s Sterling, rounded to the nearest pound.

e. Going Concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

In making this assessment the trustees have considered the impact of Covid-19 and have concluded that its impact on net income will not be material.

f. Consolidation

The Circuit has denominational regulatory oversight in respect of the work of the Churches within the Circuit but has no legal or operational control of those Churches or their governing bodies except in extreme circumstances. For this reason, the financial statements of Churches are not consolidated into these financial statements.

g. Income Recognition

The charity has taken the view that it has only one charitable activity, which is to raise income to support the activities of the churches within the Circuit, and all income is in respect of this one activity

Income is included in the Statement of Financial Activities (SOFA) when the Circuit becomes entitled to the resources, the trustees are reasonably certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Individual amounts categorised as Other Income in the SOFA will be shown separately if they are considered material.

The Circuit acts as agent in two matters:

- The collection from Churches and payment over of their contributions to various Funds controlled and administered by the Methodist Church – “Connexional Funds”
- The administration (application, collection and disbursement) of grants requested by Churches within the Circuit from, but not limited to, the District and Connexion

In all these matters the transactions are not reflected in the SOFA because they are the income of either the Connexion or Churches as appropriate. Instead the transactions are disclosed in the Notes to The Accounts as required by SORP(FRS102), module 19.12.

In accordance with the Charities SORP (FRS102), the time of volunteers is not recognised

h. Resources Expended

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

The Charities SORP requires charities with income over £500,000 to allocate costs to the various activities undertaken by the charity. The charity has taken the view that it has only one charitable activity, which is to support the activities of the churches within the Circuit, and all expenditure is incurred for this one activity.

i. VAT

Since the Circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

j. Tangible fixed assets for use by the Circuit

The freehold property is shown in the accounts at 2019 deemed values, values were determined by reference to local estate agents in 2014, except where a later purchase was made, then purchase price is used. First time adoption of FRS 102 allows for values to be deemed as the values held 1 Sep 2015. No depreciation is provided on the building because the trustees consider the current residual fair value of the manse buildings (on the assumption that it had reached the end of its useful economic life by the year-end) to be not less than its current value. The property has been reviewed for impairment.

The Circuit has made use of the deemed cost option on transitioning to FRS102.

k. Investment Properties

Investment properties - no property is currently deemed to be held not for the long term purposes of the charity.

From time to time the Circuit may hold residential property (formerly manses) which is surplus to its normal staffing requirements. Where this is the case and it is anticipated that the property is unlikely to be used as a manse within a period of two years, the property is classified as Investment Property (whether let or not) and any lets are at market rates unless there is a compelling reason not to do so in furtherance of the Circuit's charitable objectives.

l. Investment - Monetary

The Circuit's investments are in monetary assets classified as basic financial instruments under FRS 102 and are held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees. The valuations, at market value, are those provided by TMCP.

m. Receivables and Prepayments; Bank and Cash (Basic Financial Instruments)

Debtors are stated at the amounts owed to the Circuit or prepaid. Creditors are initially recognised at settlement amount after any trade discounts, where normal credit terms apply, or the amount advances to the Circuit. Subsequently creditors that are current liabilities are measured at the cash or other consideration expected to be paid. The liquid funds of bank balances and deposit fund balances are shown at their realisable values.

n. Loans as Basic Financial Instruments

Where concessionary loans (i.e. free of interest) are made or received by the Circuit to further its charitable purposes and these are repayable after more than one year, they are initially recognised at the amount paid or received, with the carrying value adjusted in subsequent years to reflect repayments and any accrued interest, adjusted for impairment where necessary. Where there is objective evidence of impairment, an immediate loss is recognised in the SOFA. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised are recognised immediately in the SOFA. Where loans require the calculation of a discounted cash flow valuation, this will be so marked.

o. Methodist Connexional Funds

The Methodist Church Connexion raises assessments against Circuits and these are paid quarterly to their Districts. The Circuits raise assessments against Churches in the Circuit. The District quarterly remits to The Methodist Circuit Fund most of the sum received from the Circuits. A small sum is retained by the District to meet its own costs. The Circuit may act as agent for ad hoc collections for various funds controlled and administered by The Methodist Church. These are detailed in Note BS7 below.

p. Funds

The funds held constitute: General Funds held for any purpose of the Circuit which are Unrestricted. The Circuit Model Trust Fund has wide purposes defined in Standing Orders and is categorised as unrestricted. Restricted funds are funds which are held for a narrower purpose. There are no Endowment funds. Details of each material fund and the movement on those funds are disclosed in note BS6 to these accounts.

q. Ministers' Manse Costs

The Circuit is required to provide accommodation for each minister in the Circuit and their families and this is seen as a benefit to the Circuit. Ministers are expected to occupy the manse provided for them. The Circuit bears the cost of repairs, maintenance, buildings insurance, Council Tax and water charges. These figures are not separately disclosed as benefits-in-kind for ministers as HMRC does not seek to tax these receipts against the minister.

r. Grants

Grants made by the Circuit from its own funds are recognised in full at the time of agreement to make a grant without performance conditions or as and when the Circuit accepts that there is a legal or operational obligation to make the payment if it is subject to performance conditions. When the grant to be accrued is recurrent over more than one year the balance payable in future years, discounted to net present value where the difference is material, is treated as a provision for future commitments in the balance sheet against the appropriate fund, the provision being released in future years in accordance with the originally agreed terms. In cases where the grant has been charged to one fund but for ease of payment has been transferred to another fund any future payment provision is applied to the fund from which the grant will ultimately be paid.

s. Pension and Staff Costs

The Charity makes payments to the Methodist Ministers' Pension Scheme '(MMPS)' which is a defined benefit scheme operated by The Methodist Church. The Circuit accounts for contributions paid for by the ministers and the circuit as a defined contribution as no liability for past service sits with the circuit. A defined contribution pension scheme operates for the lay staff. All circuit contributions to the scheme are charged to the income and expenditure account in the period to which they relate.

Note 2. Glossary of Terms

CFB: Central Finance Board of the Methodist Church manages a Common Deposit Fund and a series of pooled investment funds for Methodist entities in Great Britain and provides investment advice to those entities.

Church: a group of members from fewer than 10 to more than 300

Circuit: a group of Methodist Churches near each other, typically between 10 and 30

Circuit Meeting: The trustees of the Circuit, most of whom are appointed by their local Churches and others by virtue of a role they undertake for the Circuit and/or their local Churches.

CLT (Circuit Leadership Team): A group (comprising mostly, but not exclusively) of Circuit trustees responsible for the day to day administration and policy formation of the Circuit. Generally the CLT comprises the Presbyters and Deacons stationed within the Circuit and the Circuit Stewards.

CMTF: Circuit Model Trust Fund

Connexion: The Methodist Church in GB which includes the Head Office at Methodist Church House, all Methodist Districts, Circuits and Churches in Great Britain

Connexional Funds: The designated and/or restricted Funds held and administered by the Connexion in furtherance of its charitable and mission objectives.

District: A group of contiguous Circuits, usually between 15 and 30

DAF: District Advance Fund

FRS: Financial Reporting Standard

HMRC: Her Majesty's Revenue and Customs

Lay Employees: Personnel employed by the Circuit on generally accepted commercial employment terms

MMPS: Methodist Ministers' Pension Scheme

Ministers (Including Superintendent): Probationer or Ordained Methodist Presbyteress and/or Deacons who have pastoral and administrative responsibility for the Churches within the Circuit

PASLEMC: Pension and Assurance Scheme for Lay Employees of the Methodist Church

Pensions Trust: The Pensions Trust, the organisation through which the Circuit arranges a pension scheme for Lay Employees

SOFA: Statement of Financial Activities

SORP: Statement of Recommended Practice

TMCP: Trustees for Methodist Church Purposes, the legal owner and Custodian Trustee of all Methodist Model Trust property including legacies, endowments and accumulated funds.

Note 3	General Fund	Circuit Model Trust Fund	Restricted Funds Other	Restricted Funds CAP	Property Reserve	Beamsley Fund	Norwood	Timble	Total Designated Unrestricted	Total 2021	Total 2020
Interest and Investment Income											
Central Finance Board-interest	170								0	170	719
Circuit Model Trust Fund -interest		358							0	358	723
Circuit Model Trust Fund-dividends		24							0	24	27
Capital Receipts re sale of Timble Chapel		182,975							0	182,975	0
	170	183,357	0	0	0	0	0	0	0	183,527	1,469
Note 4	General Fund	Circuit Model Trust Fund	Restricted Funds Other	Restricted Funds CAP	Property Reserve	Beamsley Fund	Norwood	Timble	Total Designated Unrestricted	Total 2021	Total 2020
Assessments											
Addingham	23,719								0	23,719	23,719
Ben Rhydding	14,453								0	14,453	14,453
Bramhope	28,003								0	28,003	28,003
Burley in Wharfedale	37,398								0	37,398	37,398
Guiseley	53,835								0	53,835	53,835
Hawthornthwaite	2,575								0	2,575	2,575
Ilkley	97,672								0	97,672	97,672
Menston	44,255								0	44,255	44,255
Norwood	2,500								0	2,500	2,500
Otley	37,220								0	37,220	49,627
Pool in Wharfedale	4,400								0	4,400	4,399
Rawdon	2,991								0	2,991	2,991
Yeadon	34,583								0	34,583	34,583
TOTAL	383,604	0	0	0	0	0	0	0	0	383,604	396,010

The Circuit comprises 13 Churches and each is assessed for a contribution to meet the overall net costs of the Circuit. The Circuit aims to cover all its net core costs from the Assessments which are determined annually by the Circuit using a formulaic method taking into account the relative number of members in each Church and its relative income. Assessments on Churches are paid quarterly in advance and are treated as prepayments on a receivable basis. Timble chapel closed for regular worship in the previous year.

Note 5

Grants to fund Christians Against Poverty Debt Centre (CAP)
Methodist Connexion

	<u>General Fund</u>	<u>Circuit Model Trust Fund</u>	<u>Restricted Funds Other</u>	<u>Restricted Funds CAP</u>	<u>Property Reserve</u>	<u>Beamsley Fund</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated Unrestricted</u>	<u>Total 2021</u>	<u>Total 2020</u>
				5,500					0	5,500	6,500
TOTAL	0	0	0	5,500	0	0	0	0	0	5,500	6,500

Note 6**Lettings**

Bramhope and Otley Manses Rent
less: agent's commission and related VAT
less; agent's initial letting fee
Beamsley Church
Norwood Retreat Centre & Church-House

	<u>General Fund</u>	<u>Circuit Model Trust Fund</u>	<u>Restricted Funds Other</u>	<u>Restricted Funds CAP</u>	<u>Property Reserve</u>	<u>Beamsley Fund</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated Unrestricted</u>	<u>Total 2021</u>	<u>Total 2020</u>
	24,650								0	24,650	15309
	(3,709)						(2,010)		(2,010)	-5,719	(3,493)
						7,000			0	0	(100)
									7,000	7,000	7,000
							10,163		10,163	10,163	10,043
Total Letting Income	20,941	0	0	0	0	7,000	8,153	0	15,153	36,094	28,759

In Feb 2021 after review, the Trustees concluded there is no requirement for the Bramhope manse to be held by future use by a minister and resolved to dispose of the property in 2021. Norwood cottage is connected to the Chapel and cannot be disposed of separately - it is not held for investment purposes. The manse at Otley was let on AST from January 2021 until March 2022 whilst under review. The manses is to be marketed for sale Spring 2022

Other Income

Supernumary fees waived
Bookings
Collections
Donations
Friends of Norwood
Events
Funeral Fees

									0	0	0
							305	105	410	410	935
							1,178	460	1,638	1,638	988
			0	6,325			5		5	6,330	6,136
							230		230	230	15
							0		0	0	423
						317			317	317	0
Total Other Income	0	0	0	6,325	0	317	1,718	565	2,600	8,925	8,497
Total Other Charitable Income	20,941	0	0	6,325	0	7,317	9,871	565	17,753	45,019	37,256

Donations/gifts received designated for the use of the CAP Debt Centre include the following from related parties:

A Pearson Trustee	100
Christchurch Ilkley	2000
Guiseley Methodist Church	1000
P Kershaw Trustee	200
K Reed Trustee	170
R Smith Trustee	225
H Murden Trustee	100
V Pitts Trustee	80
Total from Related Parties	3875

Note 7

Grants & Donations

	<u>General Fund</u>	<u>Circuit Model</u> <u>Trust Fund</u>	<u>Restricted</u> <u>Funds</u> <u>Other</u>	<u>Restricted</u> <u>Funds</u> <u>CAP</u>	<u>Property</u> <u>Reserve</u>	<u>Beamsley</u> <u>Fund</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u> <u>Unrestricted</u>	<u>Total</u> <u>2021</u>	<u>Total</u> <u>2020</u>
Menston-Lay workers support		2,000							0	2,000	5,000
Beamsley Project		0				3,500			3,500	3,500	1,750
Otley Christian Hub		0							0	0	0
	0	2,000	0	0	0	3,500	0	0	3,500	5,500	6,750

A further grant of £2,000 for Menston MC lay worker support has been agreed for the year 2021/22

Note 8	General Fund	Circuit Model Trust Fund	Restricted Funds Other	Restricted Funds CAP	Property Reserve	Beamsley Fund	Norwood	Timble	Total Designated Unrestricted	Total 2021	Total 2020
Stipends and Salaries											
Ministers and Deacon:											
Stipends	153,421								0	153,421	167,044
Pension costs	38,173								0	38,173	42,363
National Insurance costs	12,159								0	12,159	14,924
Telephone	5,008			76					0	5,084	4,512
Travel / Mileage Allowances	3,069								0	3,069	7,322
Supernumerary Appointments	947								0	947	919
Circuit Allowances -Energy Use	2,908								0	2,908	3,209
Invitation and moving costs	3,000								0	3,000	3,000
Computer Allowance	1,183								0	1,183	1,155
Sub-Total	219,868	0	0	76	0	0	0	0	0	219,944	244,448
Average number of staff employed during the year	5.7								0.0	5.7	6.70
Lay workers and paid staff											
Salaries	42,252			9,397					0	51,649	47,422
National Insurance costs	2,611			86					0	2,697	2,631
Pension	2,188			0					0	2,188	2,144
Sub-Total	47,051	0	0	9,483	0	0	0	0	0	56,534	52,197
Average number of staff employed during the year	1.20			0.4					0.00	1.60	1.60
Salaries, Stipends and Assoc Costs Total	266,919	0	0	9,559	0	0	0	0	0	276,478	296,645
Average number of staff employed during	6.90			0.40			0.00	0.00	0.00	7.30	8.30

Note 8 Contd

The circuit employed lay staff involved in administration activity; 0.25 fte administrator plus 0.4fte Property Officer and 0.5fte Finance Advisor, 0.4fte CAP Debt Centre Manager
No employee received employee benefits in excess of £60,000. There is no accrual for holiday pay as it is not material; the holiday year ends on 31st August
All staff are paid at or above the minimum living wage.

Pensions

Ordained ministers and deacons are members of the Methodist Ministers' Pension Scheme (MMPS). This is a defined benefit scheme. The Supreme Court held in 2014 that Methodist ministers are not employees of the Church but for simplicity, when dealing with National Insurance and pension contributions, the terms employee and employer are used as they would be in an employing document.
2 of 4 Lay Employee had pension contribution paid in 2020-21 with two employees choosing to opt out, any new employee will be automatically enrolled in an appropriate workplace pension arrangement.
The Connexion accounts for MMPS and shows the figures in the annual Methodist Church in Great Britain accounts.

Costs of Superintendent, Ministers and Deacons

The Superintendent of the Circuit, the other ministers and the remaining members of the CLT are considered as Key Management Personnel.
The Superintendent is the Chair of the CLT and the Circuit Meeting. The members of the Circuit Meeting are the trustees of the Circuit. The stipends, employers NIC and employer's pension contributions and other expenses of presbyters of the Circuit are administered by a central payroll bureau of the Methodist Church with costs recharged monthly to the Circuit.
Mansees are provided by the Circuit and the Circuit maintains the property. The value of Council Tax and water charges paid by the Circuit are not disclosed here as HMRC does not regard this as a benefit in kind in the hands of the minister.

Note 8 contd. Payments to Trustees

The ministers of the Circuit undertake the primary executive roles within the Circuit and apart from the presbyters and lay employees, no member of Circuit Meeting or CLT was in receipt of any payment for stewardship services undertaken on behalf of the Circuit, although certain travelling and administration costs were reimbursed in relation to specific projects.

The Circuit's key management comprise the trustees and key staff named on the Charity Information page

Total employment benefits payable to key management for the year were as follows:

Trustee	Wages &	Other	Employer	2021	2020
	Salaries	Employment Benefits	Pension Contribution		
Rev Lesley Taylor	£24,852	£0	£6,685	£32,482	£32,482
Rev Roger Smith	£24,852	£0	£6,685	£30,669	£30,669
Rev Timothy Perkins	£24,852	£0	£6,685	£30,669	£30,669
Rev Roberta Topham	£24,852	£0	£6,685	£30,669	£30,669
Rev Victoria Atkins	£0	£0	£0	£30,669	£30,669
Deacon Jennifer Parnell	£24,852	£0	£6,685	£30,669	£30,669
Rev Shannon DeLaureal	£24,852	£0	£6,128	£30,669	£30,669
Key management connected to trustees					
Mrs B L Downes (wife of Mr R Downes)	£14,716	£0	£883	£15,599	£15,599
Other Key Management					
Mrs C A Tooke	£21,023	£0	£1,261	£22,284	£22,284

Prior year comparative analysis:

Trustee	Wages &	Other	Employer	2020
	Salaries	Employment Benefits	Pension Contribution	
Rev Lesley Taylor	£24,852	£0	£6,685	£32,482
Rev Roger Smith	£24,852	£0	£6,685	£30,669
Rev Timothy Perkins	£24,852	£0	£6,685	£30,669
Rev Roberta Topham	£24,852	£0	£6,685	£30,669
Deacon Jennifer Parnell	£24,852	£0	£6,685	£30,669
Key management connected to trustees				
Mrs B L Downes (wife of Mr R Downes)	£14,716	£0	£883	£15,599
Other Key Management				
Mrs C A Tooke	£21,023	£0	£1,261	£22,284

L Taylor, R Smith, T Perkins, R Topham, S DeLaureal and J Parnell served as church leaders and received the above payments in that capacity for serving in that capacity and not for serving as trustees, these payments are permitted by the charity's governing body.

In addition the charity incurred expenditure in respect of the customary provision of accommodation to the following trustees so that they could better perform their duties:

Costs of accommodation (excluding repairs and maintenance to manses disclosed at note 9)

Trustee	2021	2020
Rev Lesley Taylor	£3,850	£3,850
Rev Roger Smith	£4,957	£4,957
Rev Timothy Perkins	£4,597	£4,597
Rev Roberta Topham	£5,132	£5,132
Rev Victoria Atkins	£0	£0
Deacon Jennifer Parnell	£3,994	£3,994
Rev Shannon DeLaureal	£5,293	£5,293

Note 9

	<u>General Fund</u>	<u>Circuit Model</u> <u>Trust Fund</u>	<u>Restricted</u> <u>Funds</u> <u>Other</u>	<u>Restricted</u> <u>Funds</u> <u>CAP</u>	<u>Property</u> <u>Reserve</u>	<u>Beamsley</u> <u>Fund</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u> <u>Unrestricted</u>	<u>Total</u> <u>2021</u>	<u>Total</u> <u>2020</u>
Maintenance on Manses and other Circuit Property											
Manses:											
Addingham					1,759				1,759	1,759	5,177
Bramhope					2,379				2,379	2,379	1,129
Burley- Far Mead Croft					1,666				1,666	1,666	14,350
Guiseley-St Oswald's Walk					722				722	722	526
Ilkley					976				976	976	572
Otley					3,081				3,081	3,081	445
Yeadon					810				810	810	0
Standard charge to General Fund					0				0	0	0
Total manses expenditure	0	0	0		11,393	0	0	0	11,393	11,393	22,199
Other Circuit Property:											
Greenhill Cemetery					1,170				1,170	1,170	1,380
Total other Circuit Property	0	0	0		1,170	0	0	0	1,170	1,170	1,380
TOTAL Property Maintenance	0	0	0	0	12,563	0	0	0	12,563	12,563	23,579

Manse Maintenance

The Circuit is Managing Trustee for 7 manses, 5 of which were occupied by ministers of the Circuit as at 31st August 2021. Otley manse became unoccupied in August 2020 and the Circuit let this property for the period Jan 2021 until March 2022 on an Assured Shorthold Tenancy agreement whilst a review of requirements was undertaken. The Circuit is responsible for the payment of Council Tax, water charges and insurance at each manse occupied by a minister. The cost of ongoing maintenance and improvements to all properties is funded through a designated 'Property Reserve' and a transfer of £2,000 p.a. per manse is made from the General Fund plus a provision for update on changeover. The level of transfer is reviewed by the trustees each year. The Circuit owns and manages the Greenhill Burial site in Rawdon.

Note 10**Connexional Costs****West Yorkshire District Assessment**

a/to meet District costs

b/to meet Connexional Costs

Levy applied to sale of Timble Chapel

Contributions to District Advance Fund

(This cost represents a charge levied by District each year based on the level of funds held as at the previous August 31st)

<u>General Fund</u>	<u>Circuit Model</u>	<u>Restricted</u>	<u>Restricted</u>	<u>Property</u>	<u>Beamsley</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u>	<u>Total</u>	<u>Total</u>
	<u>Trust Fund</u>	<u>Funds</u>	<u>Funds</u>	<u>Reserve</u>	<u>Fund</u>			<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
		<u>Other</u>	<u>CAP</u>							
12,694								0	12,694	12,265
12,694	0	0	0	0	0	0	0	0	12,694	12,265
73,418								0	73,418	70,935
	53,190							0	53,190	
								0	0	
	797							0	797	1,359
86,112	53,987	0	0	0	0	0	0	0	127,405	72,294

Note 11**Other Expenditure**

Insurance

Council Tax

Water Charges

Gas maintenance contracts

Security/Elec Check

Property Surveys

MHA contribution

Heating & Lighting

Telephone

Gifts to leavers

Production of Plans

Stationery and Office Supplies

Bookroom Supplies

Account Examination Fee

Postage

Leeds Extension Fund

Training

Transfer to training fund

Circuit Worship/Workshop costs

Pastoral costs

TMCP-Administration costs

CAP Debt Centre Fee

Miscellaneous Expenses

Legal

Gardening-Beamsley

Promotion costs

Maintenance-Norwood

Internal Assessment-Norwood

<u>General Fund</u>	<u>Circuit Model</u>	<u>Restricted</u>	<u>Restricted</u>	<u>Property</u>	<u>Beamsley</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u>	<u>Total</u>	<u>Total</u>
	<u>Trust Fund</u>	<u>Funds</u>	<u>Funds</u>	<u>Reserve</u>	<u>Fund</u>			<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
		<u>Other</u>	<u>CAP</u>							
5532						458	243	701	6,233	6,049
12677								0	12,677	13,857
4090						198		198	4,288	3,510
4130								0	4,130	3,504
334								0	334	198
7009					1,390		600	1,990	8,999	1,375
								0	0	0
						799	79	878	878	1,365
			394					0	394	387
330								0	330	58
661								0	661	871
2,394			31					0	2,425	1,216
813								0	813	685
1,200								0	1,200	1,560
18								0	18	155
65								0	65	65
								0	0	602
								0	0	0
								0	0	0
								0	0	0
	64							0	64	108
			6,200					0	6,200	5,200
1,616			219			1,088		1,088	2,923	1,108
480								0	480	2,116
					1,584			1,584	1,584	145
								0	0	0
						1,125		1,125	1,125	1,550
						2,500		2,500	2,500	2,500
41,349	64	0	6,844	0	2,974	6,168	922	10,064	58,321	48,184

Note 12**Budgeted and Actual expenditure in the year ended 31st August 2021****(General Fund only)**

A comparison of actual expenditure incurred in 2019-20 with that budgeted is set out below

	Actual	Budget	Saving/ Loss
REVENUE			
Assessment raised	383,604	396,010	(12,406)
Interest and Investment Income	170	656	(486)
Other	4,000	4,000	0
Rents at vacant manse	20,941	14,363	6,578
TOTAL REVENUE	408,715	415,029	(6,314)
EXPENDITURE			
Stipends, NIC & Pension costs	203,753	200,559	(3,194)
Salaries and NIC	47,051	41,598	(5,453)
Connexional Assessment	73,418	72,797	(621)
District Assessment	12,694	12,587	(107)
Telephone & Travel	8,077	12,307	4,230
Insurance, utilities etc	26,765	28,569	1,804
Maintenance on manses	14,000	14,000	0
Manse Reserve	8,000	8,000	0
Heating and Lighting allowance	2,908	2,786	(122)
Computer allowance	1,183	0	(1,183)
Supernumerary costs	947	2,285	1,338
Ministerial Invitations and associated co	3,000	3,000	0
Stationery & Office Supplies	2,394	1,224	(1,170)
Postage	18	100	82
Plan Production	661	880	219
Bookroom Supplies	812	533	(279)
Independent Examiner's fee	1,200	1,112	(88)
ORCH	0	3,000	3,000
Leeds Extension Fund	65	65	0
Other expenditure	1,945	1,030	(915)
Legal Costs	480	618	138
Property Inspection Costs	7,009	10,000	2,991
	416,380	417,049	669
Actual/ budgeted profit/loss	(7,665)	(2,020)	(5,645)

The principal variations against budget relate to the reduced assessment contributed by Otley MC, lay staff costs for the Property Manager additional hours and the employemnt of a p-t minister (Rev Atkins) for part of the year.

Note BS1

	<u>General Fund</u>	<u>Circuit Model</u> <u>Trust Fund</u>	<u>Restricted</u> <u>Funds</u> <u>Other</u>	<u>Restricted</u> <u>Funds</u> <u>CAP</u>	<u>Property</u> <u>Reserve</u>	<u>Beamsley</u> <u>Fund</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u> <u>Unrestricted</u>	<u>Total</u> <u>2021</u>	<u>Total</u> <u>2020</u>
Tangible Fixed Assets											
In accordance with the principles set out below the valuations of the manses and the Beamsley Church as at the respective year ends are as follows:											
Manses:											
Addingham (Turner Lane)	475,000								0	475,000	475,000
Bramhope	320,000								0	320,000	320,000
Burley in Wharfedale-Far Mead Croft	477,601								0	477,601	477,601
Guiseley-St Oswald's Walk	420,030								0	420,030	420,030
Ilkley	375,000								0	375,000	375,000
Otley	250,000								0	250,000	250,000
Yeadon	327,500								0	327,500	327,500
Total-manses	2,645,131	0	0		0	0	0	0	0	2,645,131	2,645,131
Other Properties:											
Beamsley Church:	50,000								0	50,000	50,000
Greenhill Cemetery	4,050								0	4,050	4,050
Total-other properties	54,050								0	54,050	54,050
Total	2,699,181	0	0	0	0	0	0	0	0	2,699,181	2,699,181

The Circuit owns 7 manses. All the manses then held were informally valued by reference to local estate agents as at 31st August 2014. The new Manses at Far Mead Croft and at St Oswald's Walk, Turner Lane Addingham acquired in 2014, 2015 and 2018 respectively are included at cost.

The Beamsley Church has been included at a value reflecting its current use; its income is limited to a market agreed rent charged to the Beamsley Project charity.

For insurance purposes it has a replacement cost value of £2,496,000. The Greenhill Cemetery site is owned by the Circuit, it is insured and maintained at the Circuit's expense.

Fixtures, fittings and equipment provided by the Circuit are expensed and do not form part of the balance sheet and there is therefore no requirement for depreciation.

The freehold on residential property is shown at deemed historical cost representing each property's gross carrying value at 1 September 2015 per the transitioning relief allowed under first time adoption of FRS102.

Note BS2	General Fund	Circuit Model Trust Fund	Restricted Funds Other	Restricted Funds CAP	Property Reserve	Beamsley Fund	Norwood	Timble	Total Designated Unrestricted	Total 2021	Total 2020
Debtors											
LOANS											
Loan to West Yorks District re Leeds Mission	3,499								0	3,499	3,499
Otley MC Loan	5,000								0	5,000	0
	8,499	0	0	0	0	0	0	0	0	8,499	3499
Debtors and Prepayments											
Prepayments:											
September Stipends pre-paid	13,840								0	13,840	16,491
Pre-paid Insurance	0						189		189	189	189
Telephone rental paid in advance	344								0	344	481
Pre paid council tax	1,098								0	1,098	1,098
Pre-paid Book supplies	0								0	0	635
OCHR Subscription	1,750								0	1,750	0
British Gas	786								0	786	0
Fuel Oil	0						440		440	440	0
Total prepayments	17,818	0	0	0	0	0	629	0	629	18,447	18,894
Other debtors:											
Rents receivable-Bramhope and Norwood	0						0		0	0	0
Pool/Rawdon assessment due	2,947								0	2,947	1,100
Sundry Receipts due as at the year end	0							0	0	0	0
Otley Assessment Unpaid	5,000								0	5,000	5,000
Total other debtors	7,947	0	0		0	0	0	0	0	7,947	6,100
	25765	0	0	0	0	0	629	0	629	26,394	24994

All sums prepaid at 31 August 2020 were for activities that took place in 2020/21,
 Similarly, all payments in advance as at 31 August 2021 relate to activity in 2021/22
 Loan to West Yorkshire District is expected to be repaid from 2025 but is under review
 Loan to Otley MC was to support cash flow issues at the church, repayment is expected in 2023 but dependent upon sale of property

Note BS3

<u>Circuit Model</u>
<u>Trust Fund</u>

<u>Total</u>
<u>2021</u>

<u>Total</u>
<u>2020</u>

Investments with TMCP

159,587

159,587

32,998

Trustees for Methodist Church Purposes hold the Circuit Model Trust Fund on behalf of the Circuit. Funds are generated through, for example, property sales or bequests. The Circuit can withdraw funds for appropriate purposes subject to the approval of Circuit Meeting. As at 31 August 2021 the majority of fund was held at the Central Finance Board of the Methodist Church

Note BS4

	<u>General Fund</u>	<u>Circuit Model</u> <u>Trust Fund</u>	<u>Restricted</u> <u>Funds</u> <u>Other</u>	<u>Restricted</u> <u>Funds</u> <u>CAP</u>	<u>Property</u> <u>Reserve</u>	<u>Beamsley</u> <u>Fund</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u> <u>Unrestricted</u>	<u>Total</u> <u>2021</u>	<u>Total</u> <u>2020</u>
Central Finance Board (CFB) and Bank											
Central Finance Board (CFB)	53,351		4,508	6,285	30,135	23,109	11,448	-	64,672	128,816	153,844
Cash at bank (CAF Bank)	11,901								-	11,901	8,037

Monetary balances held at the Central Finance Board of the Methodist Church and at CAF Bank are all available on demand and without loss of interest. The split of these balances across General, Designated and Restricted Funds is management judgement.

Note BS5

	<u>General Fund</u>	<u>Circuit Model</u> <u>Trust Fund</u>	<u>Restricted</u> <u>Funds</u> <u>Other</u>	<u>Restricted</u> <u>Funds</u> <u>CAP</u>	<u>Property</u> <u>Reserve</u>	<u>Beamsley</u> <u>Fund</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u> <u>Unrestricted</u>	<u>Total</u> <u>2021</u>	<u>Total</u> <u>2020</u>
Creditors, Accruals and Loans (due in under 1 yr)											
Creditors:											
Expense claims payable for final Qtr	2,051								0	2,051	2,639
Independent Examiner's Fee	3,600								0	3,600	2,400
Graveyard maintenance	0								0	0	0
Heating and Lighting									0	0	0
Otley Christian Resources Hub	3,000								0	3,000	3,000
Total creditors	8,651	0	0		0	0	0	0	0	8,651	8,039
Accruals:											
Water Charges payable	0								0	0	0
Council tax due	0								0	0	0
Accrued relocation and invitation costs	9,000								0	9,000	6,000
Total accruals	9,000	0	0		0	0	0	0	0	9,000	6,000
Amounts received in advance											
1st Qtr's Assessments Received in Advance	71,193								0	71,193	86,987
Connexional Funds	1,780								0	1,780	0
Methodist Insurance claim for repairs	0								0	0	1,745
Total amounts received in advance	72,973	0	0		0	0	0	0	0	72,973	88,732
	90,624	-	-		-	-	-	-	-	90,624	102,771

All amounts received in advance have been released to income in the following year

Note BS6	General Fund	Circuit Model Trust Fund	Restricted Funds Other	Restricted Funds CAP	Property Reserve	Beamsley Fund	Norwood	Timble	Total Designated Unrestricted	Total 2021	Total 2020
Funds											
Balance brought forward at 1 Sep 2020	2,715,738	32,280	4,508	10,867	20,698	26,266	8,370	337	55,671	2,819,064	2,837,546
Income	404,715	382	0	11,825	0	7,317	9,871	565	17,753	434,675	441,235
Expenditure	(394,380)	(56,051)	0	(16,403)	(12,563)	(6,474)	(6,168)	(922)	(26,127)	(492,961)	(459,717)
Capital Receipts		182,975							0	182,975	0
Transfers	(18,000)				22,000	(4,000)			18,000	0	0
Balance carried forward as 31 Aug 21	2,708,073	159,586	4,508	6,289	30,135	23,109	12,073	(20)	65,297	2,943,753	2,819,064

Note BS6 contd**Capital Receipts**

Sale of Timbe Chapel was completed 30 June 2021

Sale Price	184,500
Solicitor's Fee	(1,080)
Auction Fee	(445)
Net Proceeds to TMCP	182,975

Unrestricted Funds

The General Fund deals with all the day-to-day expenditure of the Circuit; primarily it meets the cost of the presbyters and employees of the Circuit, contributes to District and Connexion costs and meets the cost of running and maintaining the manse; to pay for these costs the Circuit raises Assessments on each Church in the Circuit with the intention to raise just sufficient income to cover the budgeted expenditure

The Circuit Model Trust Fund exists to meet the need for major expenditure on Circuit property or to meet Circuit projects, both of which require the ultimate approval of the Trustees for Methodist Church Purposes ("TMCP"). The Fund's resources are derived from the proceeds of sales of property.

The Property Fund was established in 2011 and exists to deal with the uneven incidence of maintenance and repair costs at the Circuit's 7 manse. It is itself funded by a fixed annual transfer from the General Fund of £14,000 (£2,000 per Manse) plus an additional £12,000 from general funds towards the cost of refurbishment on change of minister and its expenditure comprises the actual cost of manse maintenance and repair arising in the year. The purpose of this arrangement is to enable a fixed sum to be included in the Circuit's annual budget from which the assessments are to be raised.

The Beamsley Fund was created in 2010 when the surplus funds of the Beamsley Chapel were transferred to the Circuit following the closure of the chapel. Since that time the Fund has been augmented by rents received from the tenants at the chapel, The Beamsley Project, less the costs of maintaining the property.

The Fund for the Norwood Chapel and Retreat Centre was created in 2014 when the funds of the Norwood Church were transferred to the Circuit and the congregation became a class of Otley Church. Since that time the Fund has been increased by rent received on the Warden's house at the Property, bookings received from the use of the Retreat Centre and collections at Church services and organised fund-raising events. Expenditure comprises the costs of maintaining the property and the running of the Retreat Centre.

The Timble Fund was created in 2019 following the cessation of regular worship at the chapel. Cash balances held by the chapel were transferred to the Circuit Trustees pending closure of the chapel and its eventual sale in June 2021

Restricted Funds

There are four 'Other' Restricted Funds. These were created many years ago, and have small balances carried forward from one year to the next. The Circuit intends to review the continued purpose of each during this year.

The CAP Debt Centre Fund was created in 2019 following the formation of a CAP Debt Centre, the fund comprises donations from churches and members of the Circuit and a connexional grant received. Funds are used for the employment of a CAP Debt Centre Manager, a monthly fee payable to Christians Against Poverty and expenses specific to clients or expenses of the Debt Centre activity.

of the Circuit and a connexional grant received. Funds are used for the employment of a CAP Debt Centre Manager, a monthly fee payable to Christians Against Poverty and expenses specific to clients or expenses of the Debt Centre activity.

Note BS6 contd

'Other' Restricted funds excluding CAP can be further analysed as follows

	Training Fund	Local Preachers' Library Fund	Building Fund	Education & Youth Fund	<u>Total 2021</u>
Balance brought forward at 1 Sep 20	696	135	2,500	1,178	4,508
Income	0				0
Expenditure	0				0
Revaluation					0
Transfers					0
Balance carried forward as 31 Aug 21	<u>696</u>	<u>135</u>	<u>2,500</u>	<u>1,178</u>	<u>4,508</u>

Note BS6 contd

The Assets and Liabilities of the various funds as at 31 August 2021 were as follows;

	<u>General Fund</u>	<u>Circuit Model</u>	<u>Restricted</u>	<u>Restricted</u>	<u>Property</u>	<u>Beamsley</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u>	<u>Total</u>	<u>Total</u>
	<u>unrestricted</u>	<u>Trust Fund</u>	<u>Funds</u>	<u>Funds</u>	<u>Reserve</u>	<u>Fund</u>			<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
	<u>unrestricted</u>	<u>unrestricted</u>	<u>Other</u>	<u>CAP</u>	<u>unrestricted</u>	<u>unrestricted</u>	<u>unrestricted</u>	<u>unrestricted</u>			
Fixed Assets	2,699,181	0	0	0	0	0	0	0	0	2,699,181	2,699,181
Stocks and Debtors	34,264	0	0	0	0	0	629	0	629	34,893	28,493
Cash at bank and in hand	65,252	159,586	4,508	6,285	30,135	23,109	11,448	(20)	64,672	300,303	194,161
Current Liabilities	(90,624)	0	0	0	0	0	0	0	0	(90,624)	(102,771)
Non Current Liabilities	0	0	0	0	0	0	0	0	0	0	0
Provisions	0	0	0	0	0	0	0	0	0	0	0
	<u>2,708,073</u>	<u>159,586</u>	<u>4,508</u>	<u>6,285</u>	<u>30,135</u>	<u>23,109</u>	<u>12,077</u>	<u>(20)</u>	<u>65,301</u>	<u>2,943,753</u>	<u>2,819,064</u>

Prior Year comparative analysis

The Assets and Liabilities of the various funds as at 31 August 2020 were as follows;

	<u>General Fund</u>	<u>Circuit Model</u>	<u>Restricted</u>	<u>Restricted</u>	<u>Property</u>	<u>Beamsley</u>	<u>Norwood</u>	<u>Timble</u>	<u>Total Designated</u>	<u>Total</u>
	<u>unrestricted</u>	<u>Trust Fund</u>	<u>Funds</u>	<u>Funds</u>	<u>Reserve</u>	<u>Fund</u>			<u>Unrestricted</u>	<u>2020</u>
	<u>unrestricted</u>	<u>unrestricted</u>	<u>Other</u>	<u>CAP</u>	<u>unrestricted</u>	<u>unrestricted</u>	<u>unrestricted</u>	<u>unrestricted</u>		
Fixed Assets	2,699,181	0	0	0	0	0	0	0	0	2,699,181
Stocks and Debtors	24,805	3,499	0	0	0	0	189	0	189	28,493
Cash at bank and in hand	91,024	32,280	4,508	10,867	20,698	26,266	8,181	337	55,482	194,161
Current Liabilities	(102,771)	0	0	0	0	0	0	0	0	(102,771)
Non Current Liabilities	0	0	0	0	0	0	0	0	0	0
Provisions	0	0	0	0	0	0	0	0	0	0
	<u>2,712,239</u>	<u>35,779</u>	<u>4,508</u>	<u>10,867</u>	<u>20,698</u>	<u>26,266</u>	<u>8,370</u>	<u>337</u>	<u>55,671</u>	<u>2,819,064</u>

Note B57**Agency Collections and Payments**

Churches within the Circuit have made payments to the following Methodist Church Funds. Some of these payments have been routed through the Circuit and some have been paid direct. None of these payments appear elsewhere in these accounts.

	<u>Total</u>	<u>Total</u>
	<u>2021</u>	<u>2020</u>
Payments routed through the Circuit bank account:		
Fund for the Support of Presbyters & Deacons	475	950
Methodist Ministers' Housing Society	475	950
Fund for Property	830	830
	<u>1,780</u>	<u>2,730</u>
Payments made direct		
Fund for the Support of Presbyters & Deacons	435	835
Methodist Ministers' Housing Society	100	200
Fund for Property	1,205	1,305
	<u>1,740</u>	<u>2,340</u>
Total sums paid:		
Fund for the Support of Presbyters & Deacons	910	1,785
Methodist Ministers' Housing Society	575	1,150
Fund for Property	2,035	2,135
	<u>3,520</u>	<u>5,070</u>

Note B58**Volunteer Contributions**

Every entity (Connexion, District, Circuit, Church) within the Methodist Church in Great Britain is heavily reliant upon volunteers who contribute their skills, time and money in the furtherance of the work of the Church. In the Circuit the principal contribution is by serving on committees of the Circuit which deal with mission, manes, finance, policy, grants, training, safeguarding and other. The Circuit is grateful to all volunteers for their help and commitment. No attempt has been made by this Circuit to place a monetary value on non-monetary contributions in accordance with the SORP.

Note B59**Reserves Policy**

The Circuit considers it suitably prudent to maintain sufficient Funds within its General Fund to pay 25% of the succeeding year's budgeted expenditure.

The Circuit will hold cash reserves in its current account or deposit account at Central Finance Board (CFB) equivalent to 3 months general fund expenditure plus the fund balance of total restricted funds plus the fund value of CAP Debt Centre Fund

Reserves Test as at 31st August 2020

	<u>2021</u>
Required	
General Fund 2020/21 25% expenditure	104,262
Total Restricted Funds Value	10,793
	<u>115,055</u>
Total Cash at Bank & CFB 31/8/2021	<u>140,717</u>
Deficit/Surplus	<u>25,662</u>

Appendix A -Trustees 2020-2022

Superintendent Minister /
Chair of Trustees

Trustees:

Rev Timothy M Perkins

Mr Joost Aarste Tuyn

Rev Rita Armitage

Mrs Margo Atkinson

Mr George Auterson

Mr Peter Bastow

Ms Catherine Birkby

Mrs Joan Bosomworth

Mr David Brown

Mr Ken Brown

Mr John Burland

Mrs Juliana Caukwell

From 1st September 2022

Mr Howard Chaplin

Deacon Elizabeth Day

Rev Shannon DeLaureal

Mr Ryk Downes

Finished 31st August 2022

Mr Ken Duckles

Finished 31st August 2022

Mrs Marjorie Emsley

Mr Michael Fawcett

From 1st September 2022

Ms Margaret Fielding

Mrs Jean Fletcher

Finished 31st August 2022

Mr David Gouldsborough

Mrs Hazel Goodwin

Mrs Sue Gray

Mrs Isabel Griffith

Mrs Penny Gwilt

From 1st September 2022

Mrs Glenys Lowe

Finished 31st August 2021

Mr Richard Lowe

Mrs Debbie Mashiter

Mrs Gillian MacIntosh

Mrs Olwyn Marshall

Finished 31st August 2022

Mrs Sarah Morrish

From 1st September 2022

Mr Neil Mofoot

Mrs Hilary Murden

Mrs Carol Newton

From 1st September 2021

Mr Michael Noble

Deacon Jenny Parnell

Finished 31st August 2021

Mrs Angela Pearson

Mrs Lynne Pearson

Finished 31st August 2021

Mrs Vivien Pitts

Mr Alan Pratt

From 1st April 2022

Rev Keith Reed

Mrs Marion Rider

Mr Andrew Robson

From 1st September 2022

Mr Alan Sheath

From 1st September 2021

Mrs Pam Smith

Rev Roger Smith

Mr Chris Solomon

Mr Ken Spence

Finished 31st August 2022

Rev M Cameron Stirk

From 1st September 2022

Mr Norman Sykes

Mr Roland Henney	Finished 28th February 2021	Mrs Pauline Tate	Finished 31st August 2021
Rev Leslie Holmes	Finished 31st August 2021	Mrs Janet Thompson	
Mrs Elizabeth Hoyle		Mrs Shirley Tillotson	
Mrs Lindsey Hurst		Rev Roberta Topham	
Ms Anne Huby	Finished 31st August 2022	Rev Leonora Wassell	Finished 31st August 2021
Mr Steve Jennings	From 1st September 2021	Mrs Joan Wilkinson	Finished 31st August 2022
Mrs Judith Johns	Finished 31st August 2022		
Rev Helen Lambert	Finished 31st August 2021		

Declarations and Scrutiny

I confirm that these accruals-based accounts for the year to 31 August 2021 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of Trustee with Financial Responsibility: *R. F. Lowe*

Date 18th November 2022

Name and address of Trustee: Richard F Lowe

3 The Robins, Burley-in-Wharfedale, ILKLEY Post Code...LS29 7PR

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2021 were presented to the Circuit meeting held on 7th December 2022

Signature of the Chair of the meeting: *Timothy M Perkins*

Name of the Chair of the meeting: Rev Timothy Perkins

Date 23rd March 2023

Independent Examiner's Report to the Trustees of the

Wharfedale & Aireborough Circuit

Charity Number 1132357

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Wharfedale & Aireborough Circuit for the year ended 31 August 2021 set out on pages 1 to 37. As the Circuit'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 Circuit'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.

Name of Circuit: Wharfedale & Aireborough No 27/15

Independent Examiner's Statement

The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a member of the Institute of Chartered Accountants of Scotland

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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; or

- 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; or
- the trustees' annual report is not consistent with the accounts.

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 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 ... [Archie McDowall](#).....

Name of independent examiner : Archie McDowall BA, CA

Relevant professional qualification of independent examiner: Member of the Institute of Chartered Accountants, Scotland

Name of firm (where appropriate): Stewardship

Address: 1 Lamb's Passage, London, EC1Y 8AB

Date 22 June 2023