

LEICESTER WEST METHODIST CIRCUIT TRUSTEES ANNUAL REPORT

01/09/2022 – 31/08/2023

Welcome to the 2022/23 Leicester West Methodist Circuit Trustees Report. The year has continued to see the Circuit provide a Methodist presence in the City of Leicester and County of Leicestershire and has been one where we continue to see the work of Jesus in our communities.

Aims

The Leicester West Circuit exists to support the Methodist Churches on the western edge of the City of Leicester and reaching out into the County of Leicestershire. Our aim is to bring a sense of belonging and support to the 11 churches we serve.

Achievements and Performance

Our team of three ministers, accredited local preachers and worship leaders has continued to provide regular worship and witness at the 11 churches across the circuit. The continuing use of online resources has been useful in individual churches and across the circuit with regular Sunday evening circuit services on Zoom.

Rev'd Judith Lincoln completed the fifth and final year of her service as a minister in the circuit in July 2023. The circuit entered the stationing process at the start of the 2022/23 Methodist year for a minister to start in September 2023 and Rev'd Jimione Kaci has been invited to take the oversight of four of our churches.

Training of new local preachers continues with 2 on trial and 1 on note.

Our circuit Mission Enabler put together a booklet of Advent Reflections using contributions from various members of the circuit churches. It was printed with an attractive cover designed in-house and copies were distributed to all the churches.

The Men's Shed project based at the New Parks church has continued to develop and has contributed to improving the mental health of those who are becoming part of it. Making further links with other supporting groups in the area is an objective.

Several of our churches have been able to offer Warm Spaces on their premises during the winter alongside others providing this service.

In March we had the privilege of inviting the president and vice president of conference to a thanksgiving service and formal opening of the 20-20 Vision project at our Glenfield church which had finally reached completion after delays caused by the Covid lockdowns. It was an opportunity to express thanks and acknowledgement to those who had led the work and helped raise the funds needed from grants, donations and fundraising. The church building now has an improved layout and accessibility.

On a sadder note, the circumstances at our Enderby church had led to a decision to cease to meet which had to follow the guidance and procedure of the Methodist church. A final service and a

thanksgiving for the years of witness was held during August. Pastoral support from the circuit for those who were part of the church has been put in place.

Encouragement for churches to start looking at the energy usage in their buildings and ways of becoming more efficient continues through the A.Rocha UK Eco-Church scheme. It looks at all aspects of a church's life and includes our own individual choices. Achieving certain levels of compliance can lead to awards. We can report that 4 churches have achieved awards at bronze or silver level.

Justice, Dignity and Solidarity training: the circuit has organised sessions to enable those who require this training to take place and been able to offer places to the other Leicestershire circuits.

Finances

The Standard Form of Accounts for the Circuit is attached.

Our financial position remains healthy with just around £175,000 of cash and investments in reserves with a further £53,000 ring-fenced to fund our Mission Enabler. We are however mindful of the financial position of some of our churches and their ongoing struggles to pay their assessments and will be reviewing our costs carefully as part of our ongoing review of the make-up of the circuit.

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.

Reserves Policy for General Funds

Under standing orders, the circuit must meet its financial obligations in relation to the support of its ministers and staff and the maintenance of manses. The total cost of these for the next year is budgeted to be in the region of £226,600. The circuit aims ideally to hold in general reserves sufficient money to meet at least six months expenditure (£113,300)

Objectives and Activities

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 the 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 calling of the Methodist Church is to respond to the gospel of God's love in Christ and to live out its discipleship through worship and mission. It does this through worship, learning and caring, service and evangelism. We have considered the Charity Commission guidance on public benefit and address this through all of our churches by ensuring that the activities noted above focus not just on working within the four walls of our church buildings with existing worshippers but by ensuring that all activities are accessible to the communities in which the churches are based and that the churches reach out to be a living part of those communities.

Structure, Governance and Management

The governing document of the charity is the Deed of Union (1932) and The Methodist Church Act (1976) and it is constituted as a trust. The Leicester West Circuit is part of the Northampton District of the Methodist Church and is ultimately accountable to the Methodist Conference. The circuit meeting is convened at least twice a year and is responsible for making all decisions concerning the life of the circuit.

There is a circuit leadership team comprising the Stipendiary staff and circuit office holders which meets quarterly. There are also teams which meet on an adhoc basis looking at work with under 25's, mission and the Joint Public Issues Team (JPIT) issues as well as a manse committee. The Circuit meeting takes responsibility for disseminating Methodist Church policy on matters such as Caring Safely for Children and Vulnerable Adults, Risk Assessment and other matters.

The Circuit officers and Circuit meeting are regularly briefed on risks affecting the Circuit by both the Methodist Church and other experts and act accordingly.

Public Benefit

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

GDPR

We have recognised the need to re-examine where churches and the circuit are in relation to the GDPR regulations. Updating records of consents to include personal contact information in church and circuit directories and other communications is a particular emphasis in the area. We have been seeking help on this from the District GDPR champion.

Trustee Training

A range of guidance produced by 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 induction to their role as trustees.

Related Parties

The Circuit is part of the Northampton District and is also accountable to the Methodist Conference. The following Methodist Churches are linked to the circuit

- Anstey
- Epworth
- Enderby
- Glenfield
- Huncote
- Markfield
- New Parks
- Ratby
- St Andrews (Leicester Forest East) – a Local Ecumenical Partnership with the Church of England
- St Andrews (Glenfield Road East)
- Trinity

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 re-creation 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 have been 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 Leicester West 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 Leicester West 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.

After a face to face Foundation session in October 2021 with Covid restrictions in place, we can now offer this training face to face as well as on line. Working in conjunction with the other Methodist

circuits in Leicestershire, we have been able to offer different training times and dates. We continue to remind people that after four years refresher training must be undertaken. For those requiring the Advanced Safeguarding Training, this is provided by the Northampton district and not the circuit. We are grateful to our circuit safeguarding officer who provides the support for this important area alongside one of our circuit stewards. We have also updated our social media policies with our mission enabler.

**THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS**

Leicester West	Circuit
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**FOR THE YEAR ENDED
31 August 2023**

Northampton	District	Circuit no	9
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Registered Charity - Charity Registration number

1133039

If not a registered charity **Her Majesty's Revenue and Customs Gift Aid number**

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Ministers:

Rev Helen Bell
Rev Judith Lincoln
Rev Joy Langford

Circuit Stewards:

David Postlethwaite
Sandra Andrews
Carol Long
Edith Cobley

Treasurer:

Elizabeth Clarke

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
	Note		£	£	£	£	£
a1	RECEIPTS						
a2	Assessment/Share		190,298.00			190,298.00	192,321.96
a3	Capital receipts						
a4	Bank and CFB interest and Investment income		3,570.47	1,494.20	2,194.52	7,259.19	688.24
a5	Grants		8,000.00			8,000.00	8,000.00
a6	Other receipts						
a7	TOTAL RECEIPTS		201,868.47	1,494.20	2,194.52	205,557.19 (a8)	201,010.20

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		136,911.40			136,911.40	130,150.86
b3	Manse Costs		37,466.51			37,466.51	27,167.16
b4	Administration etc		11,254.51	178.59	179.55	11,612.65	7,284.99
b5	District Assessment		49,406.56	1,566.60		50,973.16	43,188.35
b6	Grants & donations		220.00			220.00	1,815.74
b7							
b8	Other payments		3,278.59		171.06	3,449.65	821.94
b9	TOTAL PAYMENTS		238,537.57	1,745.19	350.61	240,633.37 (b9)	210,429.04

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	-36,669.10	-250.99	1,843.91	-35,076.18	-9,418.84
c2	Total funds brought forward from last year		95,044.68	62,663.91	110,625.35	268,333.94 (c6)	277,752.78
c3	Sub total	(c1+c2)	58,375.58	62,412.92	112,469.26	233,257.76	268,333.94
c4	Transfers and adjustments		48,640.00	-28,440.00	-20,200.00		
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	107,015.58	33,972.92	92,269.26	233,257.76 (c8)	268,333.94 (c6)

SECTION D					
d	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS (these amounts should not be included in total receipts/payments above)				
d1	Balance brought forward from last year				
d2	Offerings/Gifts - received for external organisations			2,360	
d3	Offerings/Gifts - passed to external organisations			2,360	
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)				

SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATION REPORTING TO THE CIRCUIT MEETING**SECTION E****Please follow the Guidance Notes to complete this page**

Summary of the Circuit accounts for the year ended 31 August 2023 and Internal Organisations reporting to the Circuit Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross receipts and payments totals of the Circuit. If gross income exceeds the Accruals threshold of £250,000, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the Circuit and connected Circuit Organisations.

INTERNAL ORGANISATIONS		Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1	Men's Shed	5,889.00	1,078.79	4,810.21			4,810.21
e2							
e3							
e4							
e5							
e6							
e7							
e8	Sub total of Internal Organisations funds	5,889.00	1,078.79	4,810.21		(e11)	4,810.21 (e12)
e9	Circuit accounts (totals brought forward from page 2 - totals column)	205,557.19 (a8)	240,633.37 (b9)	-35,076.18	(c7)	268,333.94 (c6)	233,257.76 (c8)
e10	TOTAL CASH FUNDS HELD BY CIRCUIT	211,446.19	241,712.16	-30,265.97		268,333.94 (x)	238,067.97 (y)
Continue on a separate sheet if necessary and bring the totals forward		TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F**STATEMENT OF ASSETS AND LIABILITIES****CIRCUIT - CASH FUNDS HELD at 31 August 2023**

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	1,780.36	1,845.72
f3 Bank Deposit Account		
f4 Central Finance Board	98,264.32	110,169.86
f5 Trustees for Methodist Church Purposes	125,664.26	87,817.18
f6 Other funds	42,625.00	33,425.00
f7 SUB TOTAL	268,333.94 (c6)	233,257.76 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	4,810.21 (e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	268,333.94 (x)	238,067.97 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2022	At 31 August 2023
g1 Investments (include Endowments)		
g2 Land and Buildings (see notes re Insurance value)		
g3 Other Assets		
g4 Loan(s) - show amount outstanding at year end		
g5 Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only CFB Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trust accounts this is inserted in line f5)

Name of Circuit No.....

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2023 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer Date..... 19/10/2023

Name and address of treasurer Elizabeth Clarke

8 Faire Road, Glenfield, Leicester, LE3 8EA

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2023 were/will be* presented to the Circuit meeting held on 19/09/2023

Signature of the Chair of the meeting

Name of the Chair of the meeting Rev Helen Bell

Independent Examiner's Report to the Trustees of the Leicester West Methodist Circuit

Charity Number .. 1133039

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Leicester West Circuit for the year ended 31 August 2023 set out on pages ... to 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.

* delete or circle as appropriate

Name of Circuit No

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

I have/have not* obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Signature of independent examiner

Name of independent examiner Brian Lewis Slater

Relevant professional qualification of independent examiner CIMA

Name of firm (where appropriate)

Address 7 Faire Road, Glenfield, Leicester

..... Post Code LE3 8EE

Date ... 17/11/2023

* delete or circle as appropriate

Form reviewed

May-23

Name of Circuit No.....

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2023 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer Date..... 19/10/2023

Name and address of treasurer Elizabeth Clarke

8 Faire Road, Glenfield, Leicester, LE3 8EA

Presentation to the Circuit meeting

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Signature of the Chair of the meeting

Name of the Chair of the meeting Rev Helen Bell

Independent Examiner's Report to the Trustees of the Leicester West Methodist Circuit

Charity Number .. 1133039

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Leicester West Circuit for the year ended 31 August 2023 set out on pages ... to 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.

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Name of Circuit No

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Signature of independent examiner

Name of independent examiner Brian Lewis Slater

Relevant professional qualification of independent examiner CIMA

Name of firm (where appropriate)

Address 7 Faire Road, Glenfield, Leicester

..... Post Code LE3 8EE

Date ... 17/11/2023

* delete or circle as appropriate

Form reviewed

May-23