

**1 September 2023 to 31 August 2024**

**Charity Number 1133044**

***The Church exists to increase awareness of God's presence and to celebrate God's love.***

**Our aim is to support the churches in our circuit in our calling of The Methodist Church to respond to the gospel of God's love in Christ and to live out its discipleship in worship and mission through Worship, Learning and Caring, Service and Evangelism.**

***The Principal Officer of the Charity during this period was Revd Catherine Lewis***

***Number of ministers employed at 31 August 2023 is 2. All volunteers are either trustees of the Circuit or local churches within the Circuit.***

***Date report approved:***

The Trustees, responsible for all decisions made including appointments, were as follows at 31 August 2024 :

Catherine Lewis (Chair)	Janet Davies	Barry Hawkins	Marty Presdee
Bryan Ashmead			Ian Severn
Dave Hutton	Angela Davison	John Hexter	Gerwyn Davies
	Ian Doble	Nona Hexter	Judith Lanning
Jon Barry	Derek Dowdeswell	Graham Illingworth	
Andrew Bennett	Stephen Evans	Tim Jeans	
Carole Braggins	Tony Farmer	John Jevons	
Chris Braggins	Christine Foster	Rosie James	
Jennifer Ware	Roy Gibson	Cathie Steele	
Roy Wright	Lorraine Gittins	Pat Norman	
Lyn Creese	Anne Hamber	Janet Pedwell	
Jenny Corbett	Carol Halliwell	Malcolm Halliwell	

## **Staffing and Appointments**

These months have seen no changes in our Ministerial Staff, with Rev Cath Lewis as Superintendent Minister, and Rev Paul Martin as Minister, both have had periods of illness, during which our supernumery Ministers, Circuit Administrator, Local Preachers and Circuit Leadership Team have taken on extra duties, maintaining the patten of worship, meetings and activities within the Circuit.

The Circuit is thankful for their answer to the Circuits needs.

Our Children and Families workers at Penarth Methodist Church and Barry Uniting Church have brought different skills to add to the churches outreach, and both are on note as they take part in the Worship Leaders Training. We have one other person who is looking at the training.

We are continuing to explore with Hope Methodist Church the appointment of a lay worker there, with the view of resolving this appointment within this coming year.

Jayne Kolano continues as our Circuit Administrator assisting the Supt Minister with administration of circuit matters.

### **The Work of God in the Circuit**

All churches across the Circuit open Sunday by Sunday mornings for worship, one, Hope Methodist Church also offers an evening service twice a month, in the style of Prayer and Praise, churches across the circuit also offer a variety of community activities.

Penarth Methodist church continue to offer access to online worship for those members who would prefer to attend worship in this way.

The work and organisation of the Circuit continued apace. The Circuit Leadership team, the Circuit Meeting and Circuit staff moved to physical meetings in September 2023.

During the year service to local communities has continued through the work of individual churches as illustrated through the support of toddler groups in 4 churches, the continuing work with older children through the Starship Club, assistance to isolated people through the operation of community cafes, support to the local foodbank and making available church premises for use by other community groups.

Work continued at Barry Uniting church to develop links with other community groups so that the community centre The Bridge Between might develop as a community hub for this Barry Waterfront area.

Crossway church ceased to meet prior to this year, and the sale of the property is now complete.

Both manses have continued to be cared for with repairs being noted and carried out in a timely manner

Unconscious bias training courses were offered by the Wales Synod Learning and Development Team, and we have offered EDI training via this online method, or alternatively via our EDI officer, Rev Dave Hutton, who has held a well-attended and well received numbers of training sessions scattered throughout the Circuit at

varying times of day. These sessions combined with the online training mean that the Circuit staff and nearly all its people who need to, have completed this training.

DBS certificates across the churches have also been brought up to date.

The local preachers and worship leaders' meetings continued to take place, giving support to those leading worship.

During the year local preachers assisted the presbyteral ministers by leading worship in churches throughout the Circuit. At 31 Aug 2024 there were 10 active accredited local preachers plus 13 worship leaders and 4 active supernumerary ministers.

The Circuit recognises and is most grateful for the great contribution those individuals make to Circuit life and worship.

Nona Hexter -Senior Circuit Steward

December 2025

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Vale of Glamorgan Methodist Circuit	Circuit
-------------------------------------	---------

**FOR THE YEAR ENDED  
31 August 2024**

Wales Synod Cymru	District	Circuit no	02 27
-------------------	----------	------------	-------

**Registered Charity - Charity Registration number**

1133044

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

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

Ministers:

Rev Catherine Lewis
Rev R Paul Martin

Circuit Stewards:

Mr Jon Barry
Mrs Nona Hexter
Mr Tim Jeans
Mr John Jevons
Mr Gerwyn Davies
Ms Judith Lanning

Treasurer:

Mr John Jevons
----------------

ACCOUNTS FOR THE YEAR ENDED 31 August 2024

Vale of Glamorgan Methodist  
Circuit

SECTION A		Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£
a2	Assessment/Share		147,577		147,577	139,181
a3	Capital receipts		417		219,812	
a4	Bank and CFB interest and Investment income		2,746	6,631	19,246	12,922
a5	Grants		20,000		20,000	168
a6	Other receipts		7,249		25,507	5,884
a7	<b>TOTAL RECEIPTS</b>		<b>177,989</b>	<b>6,631</b>	<b>264,565</b>	<b>158,155</b>

SECTION B						
b1	<b>PAYMENTS</b>					
b2	Stipends, salaries, NIC, Pension and travel costs		126,558		126,558	79,757
b3	Manse Costs		25,705		25,705	12,102
b4	Administration etc		3,179	191	21,444	63,624
b5	District Assessment		33,860		33,860	32,340
b6	Grants & donations		28,706		19,021	38,088
b7	URC		4,338		4,338	4,296
b8	Other payments		9,023		63,925	10,534
b9	<b>TOTAL PAYMENTS</b>		<b>231,369</b>	<b>191</b>	<b>104,390</b>	<b>240,741</b>

SECTION C						
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	(a7-b9)	(53,380)	6,440	160,175	113,235
c2	Total funds brought forward from last year		89,012	387,850		476,862 (c6)
c3	<b>Sub total</b>	(c1+c2)	<b>35,632</b>	<b>394,290</b>	<b>160,175</b>	<b>590,097</b>
c4	Transfers and adjustments		234,285	(234,285)		(c7)
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	(c3+c4)	<b>269,917</b>	<b>160,005</b>	<b>160,175</b>	<b>590,097 (c8)</b>

SECTION D					
d	<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b> (these amounts should not be included in total receipts/payments above)				
d1	Balance brought forward from last year				914
d2	Offerings/Gifts - received for external organisations				
d3	Offerings/Gifts - passed to external organisations				1,575
d4	<b>BALANCE STILL TO BE PAID (d1 + d2 - d3)</b>				<b>(661)</b>



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						
e2						
e3						
e4						
e5						
e6						
e7						
e8	Sub total of Internal Organisations funds				(e11)	(e12)
e9	Circuit accounts (totals brought forward from page 2 - totals column)					
e10	449,185 (a8)	335,950 (b9)	113,235	(c7)	476,862 (c6)	590,097 (c8)
	<b>449,185</b>	<b>335,950</b>	<b>113,235</b>		<b>476,862 (x)</b>	<b>590,097 (y)</b>
	<b>TOTAL RECEIPTS</b>	<b>TOTAL PAYMENTS</b>				

Continue on a separate sheet if necessary and bring the totals forward

#### SECTION F STATEMENT OF ASSETS AND LIABILITIES

CIRCUIT - CASH FUNDS HELD at 31 August 2024		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	14,112	28,545
f3	Central Finance Board	7,719	174,190
f4	Trustees for Methodist Church Purposes	67,182	73,621
f5	Trustees for Methodist Church Purposes	387,850	313,740
f6	Other funds		
f7	<b>SUB TOTAL</b>	<b>476,863 (c6)</b>	<b>590,096 (c8)</b>
f8	Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	(e12)
f9	<b>TOTAL CASH FUNDS HELD BY CIRCUIT</b>	<b>476,863 (x)</b>	<b>590,096 (y)</b>

#### SECTION G OTHER ASSETS and LIABILITIES

	At 1 September 2023	At 31 August 2024
g1	Investments (include Endowments)	
g2	Land and Buildings (see notes re Insurance value)	600,000
g3	Other Assets	
g4	Loan(s) - show amount outstanding at year end	4,583
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 Vale of Glamorgan No. 02/27

## Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2024 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

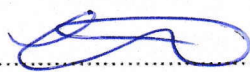
Signature of treasurer J. C. Jones Date 10 March 2025

Name and address of treasurer 24 Augustus Rd

Penarth Post Code CF64 5R5

### Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2024 were/will be presented to the Circuit meeting held on 25 March 2025

Signature of the Chair of the meeting 

Name of the Chair of the meeting Catherine Lewis Date 25.03.2025

### Independent Examiner's Report to the Trustees of the

Vale of Glamorgan Methodist Circuit

Charity Number 1133044

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Vale of Glamorgan Circuit for the year ended 31 August 2024 set out on pages 2 to 3. 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 Vale of Glamorgan No 02/27

### 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 ELIZABETH THOMAS

Relevant professional qualification of independent examiner FMAAT AQB

Name of firm (where appropriate) .....

Address 22 LLYS CORRWG, RHYDYFELIN

PONTYPRIDD Post Code CF37 5EJ

Date 06/11/2024

\* delete or circle as appropriate



# **The Methodist Church – Vale of Glamorgan Circuit**

## **Reserves Policy 2025**

This document includes all funds held by the Vale of Glamorgan Circuit Meeting as charity trustees. Our Reserves Policy relates to our General (Unrestricted) Funds which are freely available to be used for any or all of the purposes of the Circuit. Other funds are also included for the sake of clarity and openness and to show that the Circuit has a policy for the management of all of its money not simply those which are defined as reserves.

### **Aims**

Our aim is twofold:

- (1) To secure and sustain the Circuit's viability and future.
- (2) To give reassurance to the general public that the Circuit, which is a charity, intends to use all of the money coming into its care for the purposes of the charity.

The Circuit Reserves policy takes into account the following:

#### **(1) Mission Policy**

The Circuit's Mission Policy is set out in a separate document. This was reviewed by the Vale of Glamorgan Circuit Meeting (as the Charity Trustees) on 26 March 2024. Essentially, it provides for:

- (a) the ministerial oversight and pastoral care of the 7 local churches in the Circuit
- (b) the support of a ministry team of 2 WTE presbyteral ministers, and 2 part time child & family workers
- (c) the maintenance of the 2 Circuit manses.
- (d) Administrative support to the Superintendent Minister through the provision of a part time Circuit Administrator

#### **(2) Financial Plans**

- 2.1) The Circuit Assessment is reviewed annually. The Circuit has agreed that it will cover its costs from the Assessment with the exception of the following items being met from its reserves :
  - Lay workers appointed to support mission in individual churches, either directly or employed by other agencies
  - Grants to churches to help with property related capital expenditure
  - The annual contribution to Synod based on the balances held in the Circuit Advance Fund
  - Administrative support to the Supt Minister
- 2.2) The Circuit Assessment is currently based on church membership with a financial adjustment to cushion major increases for individual churches in successive years

- 2.3) We make provision for our property maintenance programme by designating £10000 per annum to maintain the 2 manses and funding any additional major expenditure from reserves.
- 2.4)1. Under Standing Orders the Circuit must meet its financial obligations in relation to the support of its ministers and the maintenance of the manses. The total costs incurred for this purpose by the Vale Circuit for the 2023/4 financial year was £102205
- 2.4)2. On 1 Sept 2024 the Circuit Fund (unrestricted general fund) held a balance of approximately £276,356
- 2.6.1 On 1 Sept 2023, the Trustees for Methodist church Purposes Circuit Advance Fund (Restricted Fund) held a balance of £313740 (This fund derives from sales of chapels and manses and is restricted by the Conference. This restriction is an internal regulation though the fund can be used for a variety of purposes.) During the financial year 2022/3 the balance of the Circuit Advance Fund fell by approximately £74,000 principally due to :
- the transfer of resources to the general (unrestricted) fund to support the continued employment of lay workers, circuit administrator and manse expenditure
  - a District levy on those capital balances held at the start of the year.
  - capital grants given to churches to enable them to maintain their properties
  - these costs were partially offset by the sale of the former Crossway Methodist Church

## Reserves Policy

In accordance with advice to charities regarding the amount of free reserves which should be held (CC 19), the Circuit Reserves Policy is to hold approximately three months expenditure in hand. At 1 Sept 2024 we held approx. £590,000 in reserve, of which approx £441,000 is allocated leaving £149,000 as free reserves . Planned expenditure for 2023/4 is £253,388 so three months expenditure would amount to £63347. While the free reserves exceed this advisory figure Trustees believe it likely that in future years this figure will further decline due to the TMCP levy on reserves held and further allocation of reserves to mission activity.

In accordance with the Charity Commission guidance, the Trustees have set a policy for the management of the Circuit Advance Fund and that policy is set out below:

Money held in the CAF has been earmarked by the Trustees for the following purposes:

- a) up to £65,000 p.a. to fund child & family workers & a Circuit administrator up to 2030
- b) Up to £35,000 to underwrite operating costs at the St Athan Gathering Place Community Centre
- c) A fund of £150,000 for capital grants to churches, of which £75,000 remained at 1 Feb 2025

The Circuit meeting will review this policy annually and any revisions will be made accordingly

Date 25/3/2025

Rev Catherine Lewis (Chair, Circuit Meeting)