



TRUSTEES' ANNUAL REPORT

for the year ended

31st AUGUST 2020

Thames Valley Methodist Circuit Trustees Report y.e 31 August 2020

Introduction

The Connexional year began with great joy as we welcomed Rev Anne Ellis and Rev Carmel Ieraci to our team. They have been a blessing to the Circuit and contributed to the mission and hard work already being undertaken.

When Covid struck, this did not deter any of the ministerial team from ensuring that our churches did not lack for pastoral support and worship. They have all grappled with the intricacies of Zoom both for services and meetings. During these recent months we have worshipped together as a Circuit and have appreciated seeing the faces of our friends.

Some of our thirteen congregations are considering returning to worship in our buildings, so Risk Assessments have been undertaken and the necessary preparations are being made. We do not know what the immediate future holds, but we go forward in faith but with great care being taken for our safety.

Until the Lockdown, our faithful band of Local Preachers were leading worship and we are grateful for their committed service. In March, the Circuit was privileged to host the Presbyteral Synod at High Street in Maidenhead. A huge amount of work went into the planning as we were already hearing the siren voices about Covid. All went very well and a big thank you is due to the whole Circuit team with Ministers, stewards and caterers showing the Thames Valley Circuit at its best. March should also have seen the dedication of the splendid new additions to St Mark's Crescent Church.

All the Ministerial Staff have made very clear their commitment to the importance of Safeguarding and many members have attended the Creating Safer Space training courses.

With all our churches being closed, this has meant a considerably reduced income for many congregations. We realise that some churches will be finding it difficult to meet all their obligations. This could become a considerable problem in the year ahead.

On a very uplifting note, we were delighted to hear that Conference this year (held on Zoom, of course) had the wisdom to appoint Rev Sonia Hicks as President Elect and she will be President during 2021/2022.

This month we have said farewell to Rev Sonia Hicks, Superintendent, and Deacon Andy Packer. They have both been with us for eight years, so it is quite a wrench to see them go, but we are very pleased to welcome Rev Vicci Davidson as our new Superintendent. The Stewards are now preparing to sell 29 Salt Hill Drive as we will no longer be having a Deacon on the team. The funds raised from this sale will cover the loan we took out to buy the Sutton Avenue manse.

What we do know is that God is here among us in the Thames Valley Circuit and we will trust Him for all that is to come.

Glenice White Senior Circuit Steward

August 2020

Objectives

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of:

The Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church

Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of the Methodist Church

Any charitable purpose for the time being of any society or institution or subsidiary or ancillary to the Methodist Church

Any purpose for the time being of any charity being a charity subsidiary or ancillary to the Methodist Church.

Thames Valley Methodist Circuit Trustees Report y.e 31 August 2020

Circuit Vision and Mission

A Methodist fellowship of Christian communities in the Thames Valley, transformed by the Good News of Jesus and demonstrating God's love, peace and justice in all we do.

Worship of the Living God

- Seek to enable all to encounter God in ways which are Spirit-led and celebratory, through worship which is diverse and relevant to our local communities.

Learn and Care

- Be aware of the nature and context of the Thames Valley.
- Explore the word of God, in study, prayer and fellowship.
- Resource local churches to offer pastoral care.
- Support the presence and witness of the smaller churches.
- Build disciples by nurturing faith and recognising and developing gifts; encourage new leaders.
- Value our place within the Methodist Connexion and the World Church.

Serve

- Encourage team working.
- Be a prophetic and free church voice, and initiate action for social justice.
- Respond to needs locally and globally.
- Provide safe spaces for the community.
- Support both the Methodist and World Church through prayer and action.
- Work ecumenically whenever the opportunity arises and, when appropriate, with other faiths

Evangelise

- Offer love in the name of Jesus Christ.
- Confidently share and proclaim our faith in ways which are sensitive and respectful.

Brief financial review of the year

In 2019-20 the Circuit was fully staffed for the first time for several years. September saw the sale of a manse that had been replaced in the year before and the reduction of the bridging loan. At the end of the year there was a concentrated period spent refurbishing the Superintendent's manse and readying that used by the Deacon for sale. A bridging loan was held throughout the period, the repayment and interest to be covered by the manse sale. In the last five months internet costs increased but this was more than offset by the decrease in travel costs.

Circuit financial plans for the coming year had been prepared on the basis that there will be four full time ordained staff with anticipated cost of living stipend increases plus a part time layworker for part of the year combined with an increase in the assessment paid to the Connexion and District. The total assessment increase on the Churches in the Circuit has been limited to 3% with a small balance to be taken from the General Reserve as this is brought down under the Circuit Reserves Policy. The assessment was agreed before the Covid-19 provisions which are likely to lead to the use of reserves by both Churches and Circuit.

Structure, Governance and Management

The Circuit is governed by the Deed of Union (1932) and the Methodist Church Act 1976 as amended March 2011. Overall control of the Circuit rests with the Methodist Conference. The Connexional Office implements decisions made by Conference and is also responsible for the stationing of ministers in individual Circuits. Connexional decisions are passed to the Chair of the District and the appropriate Officers of the District for regional implementation. The District passes the control down to Circuit level for local implementation by the Superintendent Ministers, ministerial staff and Circuit Stewards via the medium of the Circuit Meeting.

Thames Valley Methodist Circuit Trustees Report y.e 31 August 2020

The membership of the Circuit Meeting is laid down in the Constitutional Practices and Discipline of the Methodist Church.

The Circuit Leadership Team comprises four Circuit Stewards, a Senior Circuit Steward, the Circuit Treasurer, the Superintendent Minister, three Ministers and the Deacon. Circuit meetings are held four times a year and are attended by the Circuit Stewards, Church Ministers and representatives from the church congregations. Appointments of new Stewards are made as necessary, with suggestions of who would be most appropriate for the position being accepted from other stewards or ministers. If the person approached, is amenable to taking up office, their nomination is put forward and voted upon at a Circuit meeting. Meetings are chaired by the Superintendent Minister, with those attending becoming the Trustees of the Circuit. It is the Trustees who comprise the decision making body and who will vote on proposals put before the meeting.

Volunteers

The Thames Valley Methodist Circuit is grateful to the Stewards who freely volunteer their time to attend meetings and to carry out the administrative work required in order to run the Circuit successfully.

Legal and Administrative Information

Full Name of Charity: ...Thames Valley Methodist Circuit

Registration Charity Number: 1133442 Date of registration 4 January 2010

Main communication address Circuit Office, 1a Spring Lane, Cippenham, Slough SL1 5BQ

Telephone Number 01753 536357 Email: tvmc6off@btconnect.com

Website: <http://www.methodistthamesvalley.org.uk/>

Paid part time Administrator: Pauline Poole

Susan Le Page acted as the principal officer overseeing the day to day financial management and accounting for the circuit during the year.

Independent examiner

Richard Bridgen

Bridgen Watkins & Wainwright, Suite 1A, 1st Floor, 18 Crendon Street, High Wycombe, HP13 6LS

Bankers

HSBC 35 High Street, Maidenhead SL6 1JQ.

Central Finance Board 9 Bonhill Street London EC2A 4PE

Trustees for Methodist Church Purposes Central Buildings Oldham Street Manchester M1 1JQ

Thames Valley Methodist Circuit Trustees Report y.e 31 August 2020

Trustees

The members of the Thames Valley Methodist Circuit meeting are the Charity Trustees, membership being made up of circuit office holders, ministers and representatives appointed by the local churches.

Active Circuit Ministers

Rev Sonia Hicks, Superintendent Minister and chair of Circuit Meetings to 31 August 2020

Rev Vicci Davidson, Superintendent Minister and chair of Circuit Meetings from 1 September 2020

Rev Margaret Dudley

Rev Anne Ellis

Rev Carmel Ieraci

Deacon Andy Packer to 31 August 2020

Circuit Lay Worker

Joshua Wilson

Circuit Stewards

Glenice White

Connie Jeffery to 31 October 2019

Elizabeth Tottingham from 1 November 2019

Charles Buckman

Keith Machin

Joyce Brown

Susan Le Page, Circuit Treasurer

Other Circuit Meeting Members

Alexander, David

Amankwah, Kwabena

Barnett, Jean

Brown, Marilyn

Bulley, Frank

Cheeseman, Brenda

Clack, Laura

Clack Philip

Connor, Naomi

Crockett, Patie

David, Kosar

Daniels, Elsa to 31 December 2019

Dass Kamran

Ely, Philip to 31 March 2020

Evans, Hilary

Filmore, Christine

Filmore, Edward

Haggarty, Anne

Haggarty, Ian

Harrison, Linda

Hicks, Rev Conrad from 1 September 2019 to 31 August 2020

Hogg, Daphne

Kendon, Felicity

Le Page, Keith

Maskell, Chris

Michael, Rina

Mount, Philip

Packer, Lynn to 31 March 2020

Richardson, Evan

Richardson, Jackie

Rickman, Kathy

Ridley, David

Rivett, Jane

Short Jane

Sturgeon, Jenny

Thomson, Evelyn

Tottingham, Dave

Trout Sue

White, Rev Dr Malcolm

White, Peter

Wilson, Joshua

Wren, Chris

Wren Janice

THAMES VALLEY METHODIST CIRCUIT

Charity Registration Number 1133442

FINANCIAL STATEMENTS

For the year ended 31st August 2020

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Statement of Financial Activities (SOFA) for the year ended 31 August 2020

| | Notes to the accounts | General Fund | Circuit Model Trust | Manse Fund | Building Reserve Fund | Mission Development Fund | Total 2018-19 |
|---|-----------------------|-------------------|---------------------|----------------|-----------------------|--------------------------|-------------------|
| | | £ | £ | £ | £ | £ | £ |
| Income | | | | | | | |
| Capital Receipts | 7 | 546,000 | | | | | 546,000 |
| Assessments on Churches | 3 | 265,782 | | | | | 265,782 |
| Share of lettings Income | 4 | | | | | | |
| Contribution to costs of shared manse | 5 | 3,000 | | | | | 3,000 |
| Interest received | | 1,081 | 487 | | | | 1,568 |
| Donations | | 2,128 | | 250 | 250 | | 2,628 |
| Other | 6 | | | | | | |
| Total income | | 817,991 | 487 | 250 | 250 | - | 818,978 |
| Expenditure | | | | | | | |
| Loan repayment | BS5 | 538,496 | | | | | 538,496 |
| Costs re manse sales | 7 | 7,528 | | | | | 7,528 |
| Costs re manse purchases | 8 | 2,522 | | | | | 2,522 |
| Grants and donations | 9 | | | | | | |
| Salaries and associated costs | 10 | 209,092 | | | | | 209,092 |
| Property expenses | 11 | 43,805 | | | | | 43,805 |
| Connexional assessment & model trust levy | 12 | 50,203 | | | | | 50,203 |
| District assessment & levy | 13 | 10,756 | 967 | | | | 11,723 |
| Office & administration expenses | 14 | 16,010 | 108 | | | | 16,118 |
| Training & Resources for Mission | 15 | 1,541 | | | | | 1,541 |
| Bridging Loan Interest | | 12,680 | | | | | 12,680 |
| Total charitable expenditure | | 892,634 | 1,075 | 0 | - | - | 893,708 |
| Net income/expenditure before property gains | | -74,643 | -587 | 250 | 250 | - | -74,730 |
| Gains/losses on revaluing manses | BS1 | -7,504 | | | | | -7,504 |
| Net income/expenditure | | -82,147 | -587 | 250 | 250 | 0 | -82,234 |
| Transfers between funds | BS6 | 71,352 | -69,852 | -1,250 | -250 | | 0 |
| Net movement in funds | | -10,795 | -70,439 | -1,000 | 0 | 0 | -82,234 |
| Total funds brought forward | | 3,336,297 | 70,439 | 20,000 | 20,000 | 10,000 | 3,456,737 |
| Total funds carried forward | | £3,325,503 | £0 | £19,000 | £20,000 | £10,000 | £3,374,503 |

Statement of Financial Activities (SOFA) for the year ended 31 August 2019

| | Notes to the accounts | General Fund | Circuit Model Trust | Manse Fund | Building Reserve Fund | Mission Development Fund | Total 2018-19 |
|---|-----------------------|----------------|---------------------|--------------|-----------------------|--------------------------|-------------------|
| | | £ | £ | £ | £ | £ | £ |
| Income | | | | | | | |
| Capital Receipts | | | 935000 | | | | 935000 |
| Assessments on Churches | 3 | 256712 | | | | | 256712 |
| Share of lettings Income | 4 | 14174 | | | | | 14174 |
| Contribution to costs of shared manse | 5 | 3359 | | | | | 3359 |
| Interest received | | 1719 | 1316 | | | | 3035 |
| Donations | | 2098 | | 150 | 150 | | 2398 |
| Other | 6 | 4021 | | | | | 4021 |
| Total Income | | 282084 | 936316 | 150 | 150 | | 1218700 |
| Expenditure | | | | | | | |
| Costs re manse sales | 7 | | 13336 | | | | 13336 |
| Costs re manse purchases | 8 | 14900 | 28717 | | | | 43616 |
| Grants and donations | 9 | | 20000 | | | | 20000 |
| Salaries and associated costs | 10 | 158593 | | | | | 158593 |
| Property expenses | 11 | 39085 | | | | | 39085 |
| Connexional assessment & model trust levy | 12 | 48871 | | | | | 48871 |
| District Assessment & Levy | 13 | 9306 | 544 | | | | 9850 |
| Office expenses | 14 | 17066 | 44 | | | | 17110 |
| Training & Resources for mission | 15 | 708 | | | | | 708 |
| Bridging Loan Interest | | 4677 | | | | | 4677 |
| Total charitable expenditure | | 293205 | 62640 | | | | 355845 |
| Net income/expenditure before property gains | | -11121 | 873675 | 150 | 150 | 0 | 862,854 |
| Gains/losses on revaluing manses | BS1 | 927696 | | | | | 927,696 |
| Net income/expenditure | | 916575 | 873675 | 150 | 150 | 0 | 1,790,550 |
| Transfers between funds | | 825300 | -825000 | -150 | -150 | | 0 |
| Net movement in funds | | 1741875 | 48675 | 0 | 0 | 0 | 1,790,550 |
| Total funds brought forward | | 1594423 | 21764 | 20000 | 20000 | 10000 | 1666187 |
| Total funds carried forward | | 3336297 | 70439 | 20000 | 20000 | 10000 | £3,456,737 |

Balance Sheet as at 31 August 2020

| | Notes to the Accounts | General Fund £ | Circuit Model Trust £ | Manse Fund £ | Building Reserve Fund £ | Mission Development Fund £ | Totals 2019/20 £ | Totals 2018/19 £ |
|---|--------------------------|-------------------|-----------------------------|-----------------|-------------------------------|-------------------------------------|------------------------|------------------------|
| Fixed Assets | | | | | | | | |
| Circuit Manses | BS1 | 3,535,000 | | | | | 3,535,000 | 4,081,000 |
| Total fixed assets | | 3,535,000 | 0 | 0 | 0 | 0 | 3,535,000 | 4,081,000 |
| Current Assets | | | | | | | | |
| Debtors | BS2 | 48,579 | | | | | 48,579 | 55,560 |
| Loans to churches | BS3 | 3,500 | | | | | 3,500 | 3,500 |
| Investments with TMCP | | | | | | | 0 | 54,001 |
| Central Finance Board Deposits | | 146,102 | | | | | 146,102 | 161,631 |
| Cash at Bank and in hand | | 19,839 | | | | | 19,839 | 20,604 |
| Total current assets | | 218,020 | 0 | 0 | 0 | 0 | 218,020 | 295,296 |
| Current liabilities | | | | | | | | |
| Creditors (due in under 1 year) | BS4 | 76,915 | | | | | 76,915 | 79,460 |
| Loan payable within 2020-21 | BS5 | 301,602 | | | | | 301,602 | 538,496 |
| Total current liabilities | | 378,517 | 0 | 0 | 0 | 0 | 378,517 | 617,956 |
| Net current assets/liabilities | | -160,497 | 0 | 0 | 0 | 0 | -160,497 | -322,661 |
| Total assets less current liabilities | | 3,374,503 | 0 | 0 | 0 | 0 | 3,374,503 | 3,758,339 |
| Long term liabilities (due after more than one year) | | | | | | | | |
| Bridging Loan Chapel Aid | BS5 | | | | | | 0 | 301,602 |
| Net assets | | 3,374,503 | 0 | 0 | 0 | 0 | 3,374,503 | 3,456,737 |
| Funds of the Circuit | | | | | | | | |
| General Fund (Unrestricted) | | 3,325,503 | | | | | 3,325,503 | 3,336,297 |
| Circuit Model Trust Fund (Unrestricted) | | | 0 | | | | 0 | 70,439 |
| Manse Fund | | | | 19,000 | | | 19,000 | 20,000 |
| Building Reserve Fund | | | | | 20,000 | | 20,000 | 20,000 |
| Mission Development Fund | | | | | | 10,000 | 10,000 | 10,000 |
| Total Unrestricted Funds | | | | | | | 3,374,503 | 3,456,737 |
| Total Funds | | 3,325,503 | 0 | 19,000 | 20,000 | 10,000 | 3,374,503 | 3,456,737 |

Notes to the Accounts

1 Basis of Accounting and Accounting Policies

a Accounting Standard

The financial statements have been prepared under the Charities Act 2011 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 for Smaller Entities (FRSSE102) 2015 applicable in the UK and in accordance with the 'true and fair override' provision contained therein.

b Public benefit entity

The Thames Valley Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s) below.

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 on experience, research and judgement. The accounts are expressed in £Sterling, rounded to the nearest pound. Where the content of this year's accounts is different from that of the previous year, the comparative year's numbers have been adjusted and restated to be in the same format and on the same basis.

e Going concern

Based on the monetary assets and human resources available at 31 August 2019, the trustees believe that the Circuit is a going concern.

f Consolidation

The Circuit oversees the work of ministers and lay workers in Churches within the Circuit but does not have control over those Churches, ministers or lay workers except in extreme circumstances, none of which were applicable. For this reason, the financial statements of the Churches within the Circuit are not consolidated into these financial statements.

g Income Recognition

Income is brought into account when it is more likely than not that the economic benefit will be forthcoming. The Circuit acts as agent in the collection from churches and payment over of their contributions to the Methodist Church Mission fund and specific gift collections. These transactions are not reflected in the SOFA but shown in the Notes to the Accounts as required by SORP(FRS102) module 19.12.

h Expenditure

This is recognised when a liability is incurred, or a constructive obligation arises, where the amount is reliably measureable and it is considered more likely than not that there will be an outflow of economic benefit.

i Grants

Grants made by the Circuit from its own funds are recognised in full at the time of agreement or when the Circuit accepts that there is a legal or operational obligation to make the payment.

j VAT

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

k Tangible Fixed Assets

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £1000.

The freehold property is shown in the accounts at 2019 market values, the insurance re-instatement value has been used for buildings subtracted to give the land value. 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. Any depreciation would not be material. The property has been reviewed for impairment..

l Debtors and Creditors

Debtors are stated at the amounts owed to the Circuit or prepaid. This includes the September stipend cost which is paid to the Methodist Church in August. Creditors include both sundry expenses and accruals including the 1st quarter assessment due in August and loan interest accrued.

m 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 in the hands of ministers.

n Funds Structure

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 held for a narrower purpose. There are no Endowment funds. Details of each material fund are disclosed in the final note to these accounts. Any funds may be represented by more than just cash.

| 2 Capital Receipts | 2019/20 | 2018/19 |
|----------------------------|----------------|----------------|
| Sale of manse see note BS1 | £546,000 | £935,000 |

| 3 Assessments on Churches | 2019/20 | 2018/19 |
|----------------------------------|----------------|----------------|
| | £265,782 | £256,712 |

The Circuit comprises 13 congregations meeting in 12 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 Assessment and reserves over and above the reserves policy figure for the General Fund. An Assessment on Churches is annually determined by the Circuit according to affordability. Assessments on churches are quarterly in advance and are treated as pre-payments on a receivable basis. If any church has not paid its assessment by the due date the sum in question is also treated as a debtor.

| 4 Share of lettings Income | 2019/20 | 2018/19 |
|-----------------------------------|----------------|----------------|
| | | £14,174 |

Share of income from a manse in another circuit which is vacant due to their minister sharing his wife's manse in this circuit. No income was received in 2017/18, and 2018/19 is effectively a 2 year final payment.

| 5 Contribution to costs of shared manse | 2019/20 | 2018/19 |
|--|----------------|----------------|
| | £3,000 | £3,359 |

Contribution from the other circuit and the Connexion towards the costs of housing their minister sharing his wife's manse in this Circuit

| 6 Other Income | 2018/19 |
|--|----------------|
| 2017/18 Creditor brought forward and written back last year - not deemed material enough for a prior year adjustment | £4,021 |

| 7 Costs re manse sales | 2019/20 | 2018/19 |
|-------------------------------|----------------|----------------|
| Sale of manse | | |
| Professional costs | 7,504 | 12,810 |
| Other costs whilst empty | 24 | 526 |
| | <u>£7,528</u> | <u>£13,336</u> |

| 8 Costs re manse purchases | Poplars Grove | Sutton Road | 2019/20 | 2018/19 |
|-----------------------------------|---------------|---------------|----------------|----------------|
| Professional costs | | | | 10,616 |
| Refurbishment | 1,385 | 1,137 | 2,522 | 33,000 |
| | <u>£1,385</u> | <u>£1,137</u> | <u>£2,522</u> | <u>£43,616</u> |

| 9 Grants and donations | 2019/20 | 2018/19 |
|--|----------------|----------------|
| Grant to St Mark's Crescent Church Property Scheme | | £20,000 |

10 Salaries and associated costs

| | FTE | 2019/20 | FTE | 2018/19 |
|--|-------|-----------------|-------|-----------------|
| Ministerial Staff Costs paid during the year were: | | | | |
| Gross wages, salaries and benefits in kind | | 127,570 | | 95,060 |
| Employer's National Insurance costs | | 11,616 | | 8,009 |
| Pension costs | | 33,426 | | 25,018 |
| Apprentice Levy | | 585 | | 597 |
| Total ministerial staff costs with full time equivalent number | 5 | <u>£173,197</u> | 3.62 | <u>£128,684</u> |
| Other staff costs | | | | |
| Urdu speaking minister part time net of contribution from congregation | | 2,062 | | 1,127 |
| Removal costs - ministers arriving Aug | | 788 | | 4,584 |
| Relocation allowance - ministers arriving Aug | | 600 | | 1,200 |
| Lay worker 2018/19 ten months only | 0.625 | 24,797 | 0.625 | 20,527 |
| Office administrator 2016/19 four months only | 0.125 | 7,649 | 0.125 | 2,470 |
| Total staff costs | | <u>£209,092</u> | | <u>£158,593</u> |

No employees received employee benefits of more than £60,000. There is no accrual for holiday pay as it is immaterial; the holiday year ends on 31 August. All staff are paid at or above the Living Wage, as directed by the Methodist Conference.

10a Payment to Trustees

The Superintendent of the Circuit, the other Ministers and the remaining members of the CLT are considered as Key Management Personnel. The Superintendent chairs meetings of the CLT and Circuit Meetings. The members of the Circuit Meeting are the trustees of the Circuit. The stipends, employer's NIC and employer's pension contributions and other expenses of the Ministers of the Circuit are paid by the Circuit. The manses are provided by the Circuit and the Circuit maintains the property. The value of the Council Tax and water charges paid by the Circuit is not disclosed here as HMRC does not regard this as a benefit-in-kind in the hands of the minister. Each Minister is entitled to a 3 month sabbatical every 5 years and the expenses incurred by the Presbyter are met by the Connexion with the Circuit continuing to pay the stipend. During the year there have been no sabbaticals. The Circuit does not accrue for holiday pay cover as the remaining staff cover the holidays as needed and without extra pay.

Five Ministers were employed during the year (2019 five). The remaining trustees neither received nor waived any emoluments during the year. (2019 nil)

| Expenses reimbursed | 2019/20 | | | 2018/19 | | |
|--|---------------|--------|--------|---------------|--------|--------|
| | No. claimants | Travel | Other | No. claimants | Travel | Other |
| Ministers | 5 | £5,132 | £3,150 | 4 | £6,040 | £1,681 |
| Lay Worker | 1 | £254 | £0 | 1 | £404 | £128 |
| Other Trustees | 6 | £63 | £1,278 | 7 | £74 | £2,112 |
| Office Administrator | 1 | £24 | £243 | 1 | £56 | £65 |
| Meeting, excluding stipends. Other expense payments primarily relate to reimbursement for internet services, printing, hospitality and small manse property costs. | | | | | | |

| | | |
|---|----------------|----------------|
| 11 Property expenses | 2019/20 | 2018/19 |
| Council Tax | 11,514 | 5,081 |
| Water charges | 1,492 | 2,335 |
| Insurance | 3,871 | 3,846 |
| Maintenance | 6,169 | 13,689 |
| Exterior painting/Replace kitchen - Windsor manse | 3,375 | 9,978 |
| Refurbish manse for incoming minister | 14,020 | |
| Quinquennial inspection of manses | | 729 |
| Total expenditure on manses | £40,441 | £35,659 |
| Costs of empty property | | 411 |
| Quinquennial inspection of churches | 1,444 | 1,215 |
| Circuit office rent | 1,920 | 1,800 |
| | £43,805 | £39,085 |
| 12 Connexional assessment & model trust levy | 2019/20 | 2018/19 |
| | £50,203 | £48,871 |
| 13 District assessment & levy | 2019/20 | 2018/19 |
| District Assessment | 10,756 | 9,306 |
| Levy on Model Trust Balance | 967 | 544 |
| | £11,723 | £9,850 |
| 14 Office & administration costs | 2019/20 | 2018/19 |
| Telephone and Broadband | 5,081 | 6,048 |
| Travel Expenses | 5,472 | 6,500 |
| Printing, Postage & Stationery | 2,051 | 1,845 |
| Staff recruitment costs & DBS | 166 | 951 |
| Accountancy & Payroll costs | 2,230 | 1,400 |
| Hospitality | 332 | 244 |
| Office equipment | 299 | 279 |
| Website & Plan software | 379 | 158 |
| Other | | -359 |
| | 16,010 | 17,066 |
| TMCP admin charge | 108 | 44 |
| | £16,118 | £17,110 |
| 14a Fees for independent examination of the accounts | 2019/20 | 2018/19 |
| | £1,880 | £1,000 |

| | | |
|---|-----|-----|
| Other fees (eg: advice, accountancy services) paid to the independent examiner or aud | Nil | Nil |
|---|-----|-----|

| | | |
|---|----------------|----------------|
| 15 Training & Resources for Mission | 2019/20 | 2018/19 |
| Conferences, retreats & training | 515 | 502 |
| Resources including internet conference service | 966 | 140 |
| Methodist Women in Britain | 60 | 66 |
| | <u>£1,541</u> | <u>£708</u> |

| 16 For information only Money received and passed on | | 2019/20 | 2018/19 | |
|--|----------|---------|----------|--------|
| | Received | Paid | Received | Paid |
| Easter Offering for Methodist World Mission Fund | | | £1,929 | £1,929 |
| Collection for minister leaving | £4,217 | £4,217 | £1,675 | £1,675 |

BS1 Manse Properties

These had been carried at 2016 insurance rebuilding cost. During the year the manse in Upton Road has been sold and the proceeds used to reduce the bridging loan. The balance of the loan will be repaid on the sale of Upton Road in Autumn 2020. The values at September 2019 have been shown to ensure parity overall.

| | Aug-19 Building | Aug-19 Land | Market Value 2019 | Disposal Net | Revaluation Building | Revaluation Land | Loss |
|---------------|----------------------------|------------------------|------------------------------|-------------------------|---------------------------------|-----------------------------|----------------|
| Upton Road | 309,906 | 236,094 | 546,000 | 538,496 | | - | 7,504 |
| Clarence Road | 384,284 | 515,716 | 900,000 | | 384,284 | 515,716 | |
| Spring Lane | 299,715 | 200,285 | 500,000 | | 299,715 | 200,285 | |
| Salt Hill | 263,188 | 206,812 | 470,000 | | 263,188 | 206,812 | |
| Poplars Grove | 360,000 | 465,000 | 825,000 | | 360,000 | 465,000 | |
| Sutton Avenue | 490,000 | 350,000 | 840,000 | | 490,000 | 350,000 | |
| | <u>£2,107,093</u> | <u>£1,973,907</u> | <u>£4,081,000</u> | <u>£538,496</u> | <u>£1,797,187</u> | <u>£1,737,813</u> | <u>-£7,504</u> |

| | | |
|---|----------------|----------------|
| BS2 Debtors & Prepayments | 2019/20 | 2018/19 |
| Debtors | | |
| Church Assessments received late | 30,594 | 19,986 |
| Council Tax refund due on empty manse | 177 | 1,041 |
| Water charges refund due on empty manse | 60 | 161 |
| Other | 433 | 560 |
| Prepayments | | |
| Stipends, Pension, NI | 14,942 | 14,309 |
| Water charges | | 186 |
| Methodist Insurance | 2,373 | 2,879 |
| | <u>48,579</u> | <u>39,122</u> |
| Circuit Model Trust | | <u>16,438</u> |
| | <u>£48,579</u> | <u>£55,560</u> |

| | | |
|---|----------------|----------------|
| BS3 Loans to churches | 2019/20 | 2018/19 |
| Interest free loan to Ledgers Road Methodist Church | £3,500 | £3,500 |

| BS4 Creditors, Accruals and Income in Advance | 2019/20 | 2018/19 |
|--|----------------|----------------|
| Assessments in advance | 68,638 | 68,188 |
| Staff Expenses | 1,153 | 1,548 |
| Lay worker, Pension, NI | 1,766 | 2,465 |
| Council Tax | | 228 |
| Other | 139 | 837 |
| Telephone & Broadband | 347 | 616 |
| Examination of accounts | 2,880 | 1,000 |
| Interest accrued on bridging loan | 1,992 | 4,578 |
| | <u>£76,915</u> | <u>£79,460</u> |

BS5 Bridging Loan

| | | |
|--|-----------------|-----------------|
| Two year Bridging Loan from Methodist Chapel Aid Limited July 2019 | 840,099 | 840,099 |
| Repayment on sale of manse September 2019 | -538,496 | -538,496 |
| Due to be repaid on sale second manse in autumn 2020 | <u>£301,602</u> | <u>£301,602</u> |

There were no other capital commitments or contingent liabilities at 31 August 2020.

BS6 Manse Fund

| | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Poplars | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Purchased Mar 2019 | | | | | -15,000 | |
| Sutton | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Purchased July 2019 | | | | | -15,000 | |
| Clarence | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Refurbishment due summer 2022 | | | -15,000 | | | |
| Spring Lane | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Refurbishment summer 2020 | -15,000 | | | | | -15,000 |
| Transfer from General Reserve | -3,000 | 12,000 | -3,000 | 12,000 | -18,000 | -3,000 |
| Adjustment from General Reserve | 2,000 | | | | | |
| Bal. b/f including £10,000 buffer | 20,000 | 19,000 | 31,000 | 28,000 | 40,000 | 22,000 |
| Bal.c/f | <u>£19,000</u> | <u>£31,000</u> | <u>£28,000</u> | <u>£40,000</u> | <u>£22,000</u> | <u>£19,000</u> |

Cash flow statement for the year ended 31 August 2020

| | 2020 £ | 2019 £ |
|--|-----------------|-----------------|
| Statement of cash flows | | |
| Cash from operating activities | | |
| Net cash used in operating activities | -15,316 | -60,901 |
| Cash flows from investing activities | | |
| Dividends, interest and rents from investments | 1,568 | 3,035 |
| Proceeds from the sale of property, plant and equipment | 538,472 | 921,664 |
| Purchase of property, plant and equipment | - 2,522 | -1,708,616 |
| Other | | |
| Net cash provided by investing activities | 537,519 | -783,917 |
| Cash flows from financing activities | | |
| New borrowing | | 840,098 |
| Repayments of borrowing | - 538,496 | 6,000 |
| Net cash used in financing activities | -538,496 | 846,098 |
| Change in cash and cash equivalents in the reporting period | -16,294 | 1,280 |
| Cash and cash equivalents at the beginning of the reporting period | 182,235 | 180,955 |
| Cash and cash equivalents at the end of the reporting period | £165,941 | £182,235 |
| | 2020 | 2019 |
| Reconciliation of net income to net cash flow from operating activities | £ | £ |
| Net income for the reporting period (as per statement of financial activities) | - 74,643 | 862,854 |
| Adjustments for: | | |
| Profit on the sale of fixed assets | 56,459 | -908,736 |
| Dividends, interest and rents from investments | - 1,568 | -3,035 |
| (increase)/decrease in debtors | 6,981 | -18,026 |
| increase/(decrease) in creditors | - 2,545 | 6,041 |
| Net cash used in operating activities | -15,316 | -60,901 |
| | 2020 | 2019 |
| Analysis of cash and cash equivalent | £ | £ |
| Cash in hand | 19,839 | 20,604 |
| Short term deposit (less than 3 months) | 146,102 | 161,631 |
| Total cash and cash equivalents | £165,941 | £182,235 |

Independent Examiner's Report to the Trustees of the

Thames Valley Circuit

Circuit Number 36/4

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Thames Valley Circuit for the year ended 31 August 2020. 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.

Independent Examiner's Statement

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

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; 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

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 

Name of independent examiner – Richard Bridgen

Relevant professional qualification of independent examiner - FCA

Name of firm - Bridgen Watkins & Wainwright

Address - Suite 1A, 1st Floor, 18 Crendon Street, High Wycombe, Bucks. Post Code – HP13 6LS

Date 31/12/20