

22/12 National Forest East Circuit

Charity registration number: 1133460

TRUSTEES' REPORT
and
FINANCIAL STATEMENTS
for the year ended
31 AUGUST 2023

Administrative Information

Circuit Ministers

Rev Louise Morrissey (Co-Superintendent)
Rev Sally Ratcliffe
Rev Phil Snelson (Co-Superintendent)

Children's & Family Worker

Mrs Claire Claringbull

Property Manager

Mr Steve Rice

Circuit Stewards

Mr David Allsop
Mrs Jackie Allsop
Mrs Julie Bromell
Mrs Sarah Chadwick
Mr Mark Dale
Mr Alan Jones
Mr Matthew Lee (Treasurer)

Circuit Meeting Secretary

Ms Sue Draper

Circuit Administrator

Mrs Teresa Godwin
c/o Marlborough Square Methodist Church
Coalville
Leicestershire
LE67 3WD
e-mail address: nfe.circuit@btconnect.com
Telephone number 01530 830112

Independent Examiner

Mrs Christine Fox
5 Windsor Avenue
Melbourne
Derby DE73 8FN

Trustees' Report

Governance and Management

The Circuit is governed by the Methodist Church Act 1976, the Deed of Union and the Model Trust Deeds of the Methodist Church.

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, and
- b any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of the Methodist Church, and
- c any charitable purpose for the time being of any society or institution or subsidiary or ancillary to the Methodist Church.

The Circuit is a group of local churches. Circuits combine to form 29 districts in Great Britain. Although there is some autonomy all Methodist organisations in Great Britain are governed by statutes determined by the Methodist Conference and which are published in the Constitution, Practice and Discipline of the Methodist Church. Conference is the supreme body within the church: it delegates much of its authority to the Methodist Council. Both Conference and Council consist of lay and ordained members.

In setting objectives and planning activities, the Circuit Meeting, held three or four times each year, has given careful consideration to the Charity Commission's general guidance on public benefit and, in particular, to its supplementary public benefit guidance on advancing our objectives as set out above.

During the year the Circuit Leadership Team (CLT) - the Circuit Ministerial Staff and Circuit Stewards - met regularly to keep the life of the Circuit under review and to take forward the decisions of the Circuit Meeting.

Activities

Our mission is to be a powerful, spiritual influence in the community and a visible expression of God's inclusive love. We aim to achieve this by encouraging worship, social and outreach activities that currently exist within the churches in our Circuit, and also by seeking new ways to extend to others the fellowship of the Church family.

Organisational Structure

1. Overall control rests with the Methodist Conference
2. The Connexional Office implements decisions made by Conference and is also responsible for the stationing of Ministers in individual Circuits
3. Connexional decisions are passed to the Chair of the District and the appropriate Officers of the District for regional implementation
4. The Districts pass the control down to Circuit level for local implementation by the Superintendent Minister, Ministerial staff, Circuit Stewards and others. Authority can be delegated by the Connexion and District to the Circuit Meeting for certain matters
5. The Circuit Meeting passes control down to Church Councils for local implementation by the Minister, the Church Stewards and other officers. The Church Councils act as Managing Trustees.
6. The Co-Superintendents share responsibility for chairing meetings of the Circuit Leadership Team (CLT) and the Circuit Meeting, which trustees are expected to attend. Policy decisions are taken at the Circuit Meeting which is the supreme body for deciding matters at Circuit Level. Some powers are delegated by the Circuit Meeting to the CLT and other groups.
7. Churches, Circuits and Districts are able to pass matters upwards for consideration, ultimately to the Conference, for consideration and implementation where appropriate.
8. The Methodist Connexional year runs from 1 September to 31 August.

Charity Registration

The National Forest East Methodist Circuit was created on September 1st 2012 when the Castle Donington Circuit joined the Ashby & Coalville Circuit, which was already registered as a charity (registration number 1133460).

The Trustees confirm that they have complied with the duty under the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. Specifically:

- many churches make their premises available to other organisations that need somewhere to meet
- some churches have long term tenants
- uniformed organisations (scouts, cubs, beavers, guides, brownies and rainbows) are affiliated to some of our churches and meet at church premises
- other outreach activities
- raising money for other charities

Trustees

The following Trustees (some with dual roles) were listed as current as at August 2023. Records are held of the Trustees in post and attending meetings during the course of the 2022-23 year.

Name	Surname	Representing	Prime Role
David	Allsop	Circuit	circuit steward
Jackie	Allsop	Circuit	circuit steward
Sandra	Bennett	New Sawley	treasurer
Julie	Bromell	Circuit	circuit steward
Adrian	Buesnel	New Sawley	steward
Linda	Buesnel	New Sawley	representative
Sarah	Chadwick	Circuit	circuit steward
Val	Chadwin	Sutton Bonington	representative
Barbara	Crockett	Circuit	supernumerary minister
Mark	Dale	Circuit	circuit steward
Tina	Dale	Melbourne	representative
Ron	Davies	Ashby	treasurer
Daryl	Dawson	Weston	representative
Steve	Draper	Melbourne	representative
Sue	Draper	Circuit	CM secretary
Linda	Francis	Ashby	representative
Pam	Goodenough	Marlborough Square	representative
Liz	Hartley	Sutton Bonington	steward
David	Haywood	Circuit	supernumerary minister
John	Hudson	Circuit	supernumerary minister
Christine	Hunt	Marlborough Square	steward
Rosemary	Jameson	Ashby	steward
Diane	Jeffries	Weston	representative
Alan	Jones	Circuit	circuit steward
Irene	Jones	Hugglescote	representative
Matt	Lee	Circuit	circuit treasurer
Natalie	Missenden	Hall Lane	representative
Louise	Morrissey	Circuit	co-superintendent
Elsbeth	Myles	Marlborough Square	treasurer
John	Peace	Whitwick	treasurer
Claire	Pickering	Hugglescote	steward
Sally	Ratcliffe	Circuit	minister
John	Rutter	Castle Donington	representative
Dennis	Smith	Circuit	supernumerary minister
Will	Smith	Melbourne	representative

Becky	Snelson	Circuit	safeguarding officer
Phil	Snelson	Circuit	co-superintendent
Ian	Stanton	Hugglescote	treasurer
John	Stent	Hall Lane	treasurer
Derek	Whitmore	Whitwick	representative
Jean	Whitmore	Whitwick	steward
Angela	Wilson	Sutton Bonington	treasurer

Safeguarding

The Church of England and the Methodist Church work in partnership with other Christian Churches and other agencies in delivering safeguarding. The Circuit supports the following statement of principles agreed by the denominations:

Commitment to:

- The care, nurture of, and respectful pastoral ministry with, all children, young people and all adults
- The safeguarding and protection of all children, young people and all adults
- The establishing of safe, caring communities which provide a loving environment where victims of abuse can report or disclose abuse and where they can find support and best practice that contributes to the prevention of abuse

Each church in the Circuit is requested to appoint a safeguarding representative and the Circuit appoints a Safeguarding Officer to coordinate policies, practices and training which promotes safe practice amongst children and vulnerable adults.

Staff Responsibilities & Changes

Revd. Sally Ratcliffe became the Superintendent Minister of the Circuit on 1st September 2020 and has pastoral care of the churches at Melbourne, Aston & Weston, Sutton Bonington and New Sawley.

Revd Phil Snelson joined the Circuit on 1st September 2021 and has pastoral care of the following churches: Hugglescote, Hall Lane (Whitwick), Whitwick, and Marlborough Square (Coalville).

Revd Louise Morrissey joined the Circuit in September 2022 and took over pastoral responsibility for Ashby, Moira Centenary, Castle Donington, Ibstock and the Measham Garden Fellowship.

In March 2023 Revd Ratcliffe's wish to step down from the role of Superintendent was communicated to the Circuit Meeting and it was subsequently agreed that Revds Snelson and Morrissey should become Co-Superintendents.

A number of retired ("supernumerary") ministers live and worship within the Circuit and carry out varying activities on behalf of the Circuit from time to time.

Mrs Claire Claringbull joined the Circuit in February 2017, working 15 hours a week during term time as Worker With Children & Families.

Mrs Teresa Godwin continues to carry out the part-time paid role of Circuit Administrator based in an office rented from the Marlborough Square Church.

Mr Steve Rice was appointed in July 2022 to carry out the role of part-time Property Manager.

Risk Management

Risks faced by the Circuit have been considered by its leadership team. Where appropriate risks are insured – currently with the Methodist Insurance Company. The security and safety of our churches is largely for those churches to determine and to mitigate, taking advice from Circuit Officers and Insurers as appropriate.

All churches and manses are the subject of quinquennial inspections and the reports on each are reviewed by the Circuit as well as the local trustees. Action is taken to reduce the risks of injury to all who have a legitimate purpose to be on those premises.

All Churches have been surveyed for the presence of asbestos, mainly by Insulation & Environmental Services Ltd of Wigston in 2013. Reports were sent to each church for consideration in November 2013.

We have considered the resilience of churches and the risk that they will not meet their assessments. We judge that there are sufficient resources to cover any possible shortfall in the following year.

The Circuit operates within a statutory framework of regulation and seeks to ensure that it follows Methodist standing orders. It relies on the Connexional Office to provide guidance on changes that could affect the Circuit.

Trustees' Expenses

With the exception of the ministerial staff and supernumerary ministers who can claim for travel and administrative expenses, and a very small number of claims for reimbursement of small-value administration costs, members of the Circuit Meeting received neither payment nor reimbursement of their expenses in connection with their function as trustees.

Trustees' Responsibilities

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the Circuit's financial activities during the year and of its financial position at the end of the year. In preparing these financial statements, the trustees have:

- selected suitable accounting policies and applied them consistently using the receipts and payments method
- made judgements and estimates that are reasonable and prudent
- followed applicable accounting standards
- prepared the financial statements on a going concern basis.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Circuit and enable them to ensure that the financial statements comply with the law. They are also responsible for safeguarding the assets of the Circuit and hence for taking reasonable steps for the prevention and detection of fraud and other

irregularities.

Trustees have a right to advise the independent examiner of their concerns but none has done so. The CLT concludes, therefore, that there are no issues to be advised to the independent examiner.

Financial Review

The Circuit prepares receipts and payments accounts. They are not a consolidation of the accounts of churches in the Circuit. The Circuit budget is prepared by first anticipating the expenditure for the forthcoming year and then determining how that sum will be raised.

The Circuit adopted the following policy for the reserves in the 2022-23 year:

For general funds – Sufficient funds will be maintained to meet day-to-day operating expenses, including stipends and manse costs. They will be topped up as required by withdrawal from the Model Trust Fund.

For the Model Trust Fund - General expenditure currently exceeds income by at least £60,000 per year and assessment income is declining – so at least £350,000 needs to be kept in reserve to ensure current activities can continue for a five year period.

A higher level than that will be retained to allow for the possibility of employing additional personnel for outreach and/or funding major projects in the Circuit.

This policy will be reviewed when the number of churches in the Circuit and the number of active ministers and employees has been stabilised.

For Endowment Trust Funds – If possible the trusts will be closed and transferred to general funds.

Capital Assets

The proceeds of sale of the premises of any Methodist Church or manse within the Circuit is generally credited to the Circuit. There is, however, a substantial levy paid to the Connexion (the Methodist Church in GB) so not all of the proceeds are received by the Circuit.

During the course of the year the Circuit received the net proceeds for the sales of church buildings at Thringstone, Oakthorpe, Worthington, Long Whatton, Kegworth and Aston. A small area of land next to the 'Schoolroom' at Griffydham was also sold. The net proceeds from all these sales totalled £842,040.

Funding of the Circuit's Costs

This is achieved primarily by making an assessment on each church within the Circuit. If any church closes that church's assessment ceases to be paid to the Circuit. The Circuit's costs – principally the stipends and housing costs of the ministers – would continue and there would be a need to draw on reserves to meet the shortfall in income.

Annual costs

The Circuit believes that it should ensure that it has income and reserves sufficient to cover the stipends and manse costs of three ministers. The costs of other paid staff are currently met from reserves.

Approvals

This Financial Statements of the Circuit were approved by the Circuit Meeting held on 28th November 2023, subject to inspection by the independent examiner. The examiner signed the Financial Statements on 11th January 2024 to confirm she had completed the inspection satisfactorily. The written report was approved at the Circuit Meeting held on 30th April 2024.

Signed on behalf of the Trustees


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Co-Superintendent Minister


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Matthew Lee
Treasurer

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

National Forest East	Circuit
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**FOR THE YEAR ENDED
31 August 2023**

Nottingham & Derby	District	Circuit no	22/12
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Registered Charity - Charity Registration number

1133460

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:

Revd Sally Ratcliffe
Revd. Phil Snelson (Co-Superintendent)
Revd. Louise Morrissey (Co-Superintendent)

Circuit Stewards:

Julie Bromell
Sarah Chadwick
Mark Dale
Alan Jones
David Allsop
Jackie Allsop

Treasurer:

Matthew Lee

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		151,085			151,085	174,694
a3	Capital receipts			1,173,424		1,173,424	56,170
a4	Bank and CFB interest and Investment income		2,367	22,010	(448)	23,930	1,736
a5	Grants						
a6	Other receipts		43,538		12,316	55,854	26,600
a7	TOTAL RECEIPTS		196,991	1,195,435	11,868	1,404,293 (a8)	259,199

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		169,525			169,525	149,373
b3	Manse Costs		12,528			12,528	15,869
b4	Administration etc		7,890			7,890	10,333
b5	District Assessment		52,608			52,608	56,572
b6	Grants & donations		36,524			36,524	82,360
b7							
b8	Other payments		30,527	336,833	153	367,513	63,115
b9	TOTAL PAYMENTS		309,601	336,833	153	646,587 (b9)	377,621

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(112,610)	858,602	11,715	757,706	(118,423)
c2	Total funds brought forward from last year		115,876	150,396	29,792	296,064 (c6)	414,487
c3	Sub total	(c1+c2)	3,265	1,008,998	41,507	1,053,770	296,064
c4	Transfers and adjustments		177,480	(164,251)	(13,229)	(c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	180,745	844,747	28,279	1,053,770 (c8)	296,064 (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				3,291	3,364
d3	Offerings/Gifts - passed to external organisations					3,364
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)				3,291	

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	Oakthorpe Church	52	42	10	(1,569)	1,559	(0)
e2							
e3							
e4							
e5							
e6							
e7							
e8	Sub total of Internal Organisations funds	52	42	10	(1,569)	1,559 (e11)	(0) (e12)
e9	Circuit accounts (totals brought forward from page 2 - totals column)	1,404,293 (a8)	646,587 (b9)	757,706	(c7)	296,064 (c6)	1,053,770 (c8)
e10	TOTAL CASH FUNDS HELD BY CIRCUIT	1,404,345	646,629	757,716	(1,569)	297,623 (x)	1,053,770 (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	14,344	5,733
f3 Bank Deposit Account		
f4 Central Finance Board	101,532	175,012
f5 Trustees for Methodist Church Purposes	180,189	873,026
f6 Other funds		
f7 SUB TOTAL	296,064 (c6)	1,053,770 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	1,559 (e11)	(0) (e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	297,623 (x)	1,053,770 (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)	1,181,211	11,559,812
g3 Other Assets	76,881	252,177
g4 Loan(s) - show amount outstanding at year end New Sawley	500	
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)

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: 28 November 2023

Name and address of treasurer: 80 Derby Road, Melbourne, Derby DE73 8FL

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2023 were presented to the Circuit meeting, subject to independent examination, held on 28th November 2023

Signature of the Chair of the meeting 

Name of the Chair of the meeting LOUISE MORRISSEY Date 14/03/2024

Independent Examiner's Report to the Trustees of the Circuit

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the National Forest East Circuit for the year ended 31 August 2023 set out on pages 2 and 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.

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 CHRISTINE FOX

Relevant professional qualification of independent examiner RETIRED ACCOUNTANT

Name of firm (where appropriate)

Address 5 WINDSOR AVENUE, MELBOURNE

..... DERBY Post Code DE73 8FN

Date 11 JANUARY 2024

* delete or circle as appropriate