

Charity registration number: 1133792

Circuit number:29/24



# **Ripon & Lower Dales Methodist Circuit**

WITH GOD, IN THE CITY, TOWNS, VILLAGES, AND RURAL AREAS

Annual Report

For the Year Ended 31<sup>st</sup> August 2023

Circuit Office

Allhallowgate Methodist Church

Victoria Grove, Ripon, HG4 1LG

**Ripon and Lower Dales Methodist Circuit**



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## **Ripon and Lower Dales Methodist Circuit**

### **Reference and Administrative Details**

#### **Trustees**

**Rev Gareth Baron**

**Mr Stephen Wild**

**Mrs Diane Ashby**

**Miss Amanda Milner**

**Mrs. Andrea Scott**

**Mrs Catherine Clowes**

**Mrs. Pauline Broadwith**

**Mr David Arundell**

**Mr Richard Emms**

**Mr Brian Davies**

**Mrs. Elizabeth Elvy**

**Mrs. Phillippa Cowie**

**Mrs. Hazel Stelling**

**Mrs Clare Dalton**

**Mrs. Angela Archbold**

**Mrs. Pauline Staton**

**Mrs. Karen Emms**

**Mr Mark Greensit**

**Mr Timothy Abel**

**Mrs Joan Fothergill**



**Secretary**

Charlotte Mauder

**Finance Officer**

Diane Ashby

**Principal Office**

Circuit Office, Allhallowgate Methodist Church, Victoria Grove, Ripon, HG4 1LG

**Charity Registration Number**

1133792

**Bankers**

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, ME19 4JQ

HSBC plc, 34 Westgate, Ripon, HG4 2BL

Central Finance Board of the Methodist Church, 9 Bonhill Street, London, EC2A 4PE

**Investment Bankers**

Central Finance Board of the Methodist Church

Trustees for Methodist Church Purposes

**Investment Managers and Custodian Trustees**

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

**Independent Examiner**

S Cutting. Bridge Methodist Circuit.

28 The Green, Acomb, York, YO26 5LR



## **Trustees Report**

The Charity's annual report and accounts for the year ended 31 August 2023 have been prepared in accordance with the Charities Act 2011 and the Charities: Statement of Recommended Practice

Ripon and Lower Dales Methodist Circuit is made up of 15 churches split into two sections centred around Ripon and Boroughbridge, Masham and Bedale.

**Full Name of Charity:** Ripon and Lower Dales Methodist Circuit Registration

**Charity Number:** 1133792

**Date of Registration:** 27 January 2010

### **Structure, Governance and Management**

#### ***Nature of governing document***

The governing document for the circuit is the Deed of Union (1932) and Methodist Church Act (1976)

Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual conference (CPD). Day to day management of the circuit is undertaken by the Circuit Leadership Team along with the Local Preachers Meeting.

#### ***Appointment and training of trustees***

The members of the Ripon and Lower Dales Methodist Circuit meeting are the Charity Trustees, membership being made up of Circuit Office holders, Ministers and representatives appointed by the local churches.

A range of guidance produced by Methodist Connexion to support the effective running of the circuit, specifically the leaflet '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 Yorkshire North and East Methodist District and is also accountable to Connexion through the Methodist Conference of Great Britain.

The following Methodist Churches are linked to the circuit Allhallowgate,

#### ***Risk Management***

Any major risks have been identified and recorded by the Circuit Leadership Team with professional advice taken as required.

There is a regular annual review process undertaken.

Income and Expenditure is being monitored in total and is compared with the approved annual budget on a half yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.



## ***Safeguarding***

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's 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 establish 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 Ripon and Lower Dales 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.



## **Objectives and Activities**

### ***Aims and Organisation***

In setting our objectives and planning our activities, the Circuit Meeting, under the leadership of the Superintendent and the Circuit Leadership Team, meet regularly throughout the year and have endeavoured to ensure that in advancing our objectives they conform to the Charities Act 2011 and are in line with Charity Commissioners' general guidance.

Our mission is to resource Church and community, enabling them to carry out the vision to be an effective and visible Christian presence in our area.

We aim to achieve this by encouraging, throughout the Circuit and its Churches, the worship, social and outreach activities that currently exist and by seeking new ways to extend to others the fellowship of the Church.

### ***Charity Objective***

The charity objective is to act as a Resource Provider within the area around Ripon and Lower Dales Methodist Circuit for 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 discipline of The Methodist Church
- b) Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church
- c) Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church
- d) Any purpose for the time being of any charity being a charity subsidiary or ancillary to the Methodist Church.

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

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

The resourcing of pastoral work including visiting the sick and bereaved.

Taking religious assemblies in local schools.

Promotion of Christianity through the staging of events and services.

Provision of chaplaincy services to the local community including National Trust and Police and other institutions.

### ***Public Benefit***

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



## **Achievements and Performance**

### **Review of year**

In the plan for 22/23 the central focus was to reduce the impact of the cost-of-living crisis to the most vulnerable. Specific examples include.

- Snape Methodist Church opened a warm space when the cost-of-living crisis saw many people living in fuel poverty. The success of which led to the space being used as a permanent hub, in partnership with the local community.
- Boroughbridge Methodist continued its work with Boroughbridge Community Charity and Boroughbridge Lions. The collaboration continues to run 'The Community Larder' whose aim is to reduce food waste by encouraging local food retailers, households, and allotment holders to donate their surplus food, which is then redistributed to the local community.
- In Masham, the Methodist Church run a similar initiative in partnership with the Co-op to distribute food to those in need.

In terms of staffing, we are no longer seeking to recruit a second local pastor and are delighted to have Rev Sarah Caddell with us as a Probationer Presbyterian. She will have pastoral responsibility for both Harrogate Road and Bishop Monkton. Our Circuit Finance Officer resigned at the end of the connexional year and left the circuit with a sudden gap in provision. Thankfully, we were able to utilise the expertise of the Operations Manager of the Bridge Circuit Sue Cutting who is a real asset to us as a Circuit. We are also delighted to recruit Samantha Price as our new Admin Support Officer who, along with Sue, will support to the circuit. We are happy to report that this change has already lifted morale.

Unfortunately, two circuit stewards resigned but we have welcomed a new steward Richard Clark who will join Amanda Milner on the team. The plan is that another will join the team in the next 6 months.

The Circuit Leadership Team have been drawing on the support of the district as they explore and realise visions and future to fulfil the missional objectives.

### **Plans for 2023/2024**

As a Circuit, we seek to continue our prayers and support for the work of Missional Ministries. The last gathering for the Leprosy Mission was well received by circuit members and reminded us of the many people in the world who are still very affected by Leprosy. We wish to continue educating ourselves about and discover how we can offer our support.

Specifically, for the Local Preachers and Worship Leaders, we have challenged them as individuals to take control of their own personal growth and will support this by continuing to provide opportunities for further development within their role.

Allhallowgate have asked for permission to remove the pews in the sanctuary to allow for a more flexible, more modern, and comfortable worship space. As a circuit we look to support churches as they adapt and look to the future. During the Covid-19 pandemic and the years that have followed less people, but more recently as a circuit we have seen people slowly returning to our buildings and are keen to encourage new initiatives that reach those on the outskirts, providing support where we are able to.



## **Financial Review**

All accounts are produced on an accrual basis. However, no one outstanding transaction met the thresholds of the requirement for accruals. Therefore, no accruals were raised.

### **Income Trends**

We have seen an increase in income this year due to two main factors:

- Sale of Methodist Property as agreed by the Circuit meeting
- Increase in interest as markets have had a better year.

### **Expenditure Trends**

We have seen an increase in expenditure this year; this is again mainly attributable to the sale of property as above, as under the Connexional Methodist code of practice, any sale of Property incurs a levy which is taken by Connexion via District to fund Missional work across the whole Methodist community. We also incur a levy on our end-of-year balance in trust (which is where our property sales income is credited) again to fund the overall Methodist missional funding.

We have also had an increase in Manse costs, this due to agreed expenditure on a working manse to make it fit for purpose.

### **Fund Balances**

#### **Balances at 31/08/23**

Current account £7248

CFB account £91271

Model Trust Fund £580740

Endowments/ Restricted £54171

Cash £59

Total Reserves at end of financial year £733489

### **Reserves Policy**

The Reserves Policy for the Circuit is to hold a minimum sum equivalent to 6 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on manses and/or to be able to continue, in the short term, funding planned activities in the event of any inability to raise the full Circuit Assessment from churches.



At the end of the last financial year (31/08/23)

Annual Expenditure £515212

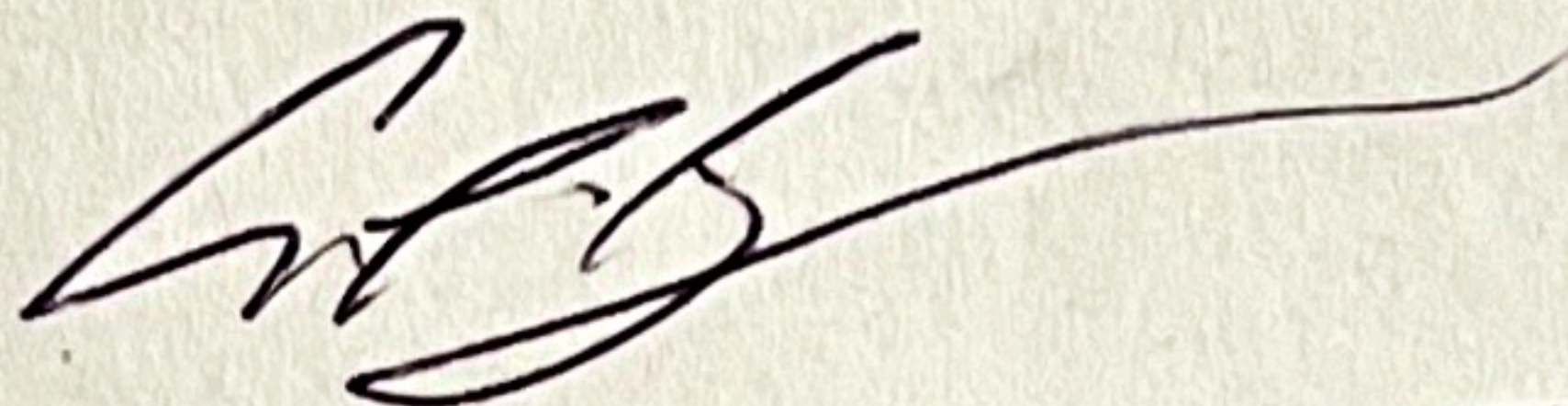
Forecast Expenditure for year ending 31/08/23 £309215

Six months of this rounded to nearest £5,000 is £155000

The reserves are above our target at the moment. However mission opportunities continue to move forward with plans to develop our Churches, including projects to develop our buildings to enhance our churches and provide scope for more mission work, including the development of Bishop Monkton and Boroughbridge Churches, and until all costs have been met, funds may be loaned by the Circuit in addition to possible grants to be given by the Circuit.

We also have ongoing property issues where additional expenditure may be required for sale/ anticipate making substantial financial assistance available to all of our churches as we emerge out of the pandemic and enter into a spiralling cost of living crisis, in particular energy costs. We estimated between £50,000 and £100,000.

Based on the above the surplus funds held over the agreed reserve are not considered to be a tolerable level for the continued smooth running of the circuit.

  
20.03.24



THE METHODIST CHURCH  
STANDARD FORM OF ACCOUNTS

|                       |         |
|-----------------------|---------|
| Ripon and Lower Dales | Circuit |
|-----------------------|---------|

FOR THE YEAR ENDED  
31 August 2023

|                 |          |            |       |
|-----------------|----------|------------|-------|
| Yorkshire N & E | District | Circuit no | 29/24 |
|-----------------|----------|------------|-------|

Registered Charity - Charity Registration number

|         |
|---------|
| 1133792 |
|---------|

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:

|   |
|---|
| Reverend Gareth Baron (Superintendent Minister) |
| Reverend Ian Pruden (Minister)                  |
| Reverend Sarah Caddell                          |
|   |
|   |
|   |

Circuit Stewards:

|                |
|----------------|
| Amanda Milner  |
| Robin Jennings |
|                |
|                |
|                |

Treasurer:

|                  |
|------------------|
| Circuit Stewards |
|------------------|



| SECTION A |  | Un -<br>restricted<br>Funds | Circuit<br>Model Trust<br>Fund | Restricted<br>Funds | Totals this<br>year | Totals last<br>year |
|-----------|--|-----------------------------|--------------------------------|---------------------|---------------------|---------------------|
|           | Note   | £                           | £                              | £                   | £                   | £                   |
| a1        | RECEIPTS                                       |                             |                                |                     | 193,964             | 157,345             |
| a2        | Assessment/Share                               | 193,964                     |                                |                     | 353,883             | 73,596              |
| a3        | Capital receipts                               |                             | 353,883                        |                     |                     |                     |
| a4        | Bank and CFB interest and<br>Investment income | 6,695                       | 15,845                         |                     | 22,540              | 2,784               |
| a5        | Grants   |                             |                                |                     | 68,133              | 18,625              |
| a6        | Other receipts                                 | 18,133                      | 50,000                         |                     | 638,520 (a8)        | 252,350             |
| a7        | TOTAL RECEIPTS                                 | 218,792                     | 419,728                        |                     |                     |                     |

| SECTION B |  | Un -<br>restricted<br>Funds | Circuit<br>Model Trust<br>Fund | Restricted<br>Funds | Totals this<br>year | Totals last<br>year |
|-----------|--|-----------------------------|--------------------------------|---------------------|---------------------|---------------------|
|           | Note   | £                           | £                              | £                   | £                   | £                   |
| b1        | PAYMENTS   |                             |                                |                     |                     |                     |
| b2        | Stipends, salaries, NIC, Pension and<br>travel costs | 172,860                     |                                |                     | 172,860             | 193,045             |
| b3        | Manse Costs  | 50,711                      |                                |                     | 50,711              | 17,571              |
| b4        | Administration etc                                   | 5,047                       |                                |                     | 5,047               | 9,002               |
| b5        | District Assessment                                  | 42,756                      |                                |                     | 42,756              | 47,280              |
| b6        | Grants & donations                                   | 1,010                       |                                |                     | 1,010               | 5,393               |
| b7        |  |                             |                                |                     |                     |                     |
| b8        | Other payments                                       | 188,828                     | 50,000                         |                     | 238,828             | 44,530              |
| b9        | TOTAL PAYMENTS                                       | 461,212                     | 50,000                         |                     | 511,212 (b9)        | 316,821             |

| SECTION C |  | Un -<br>restricted<br>Funds | Circuit<br>Model Trust<br>Fund | Restricted<br>Funds | Totals this<br>year | Totals last<br>year |
|-----------|--|-----------------------------|--------------------------------|---------------------|---------------------|---------------------|
|           | Note                                       | £                           | £                              | £                   | £                   | £                   |
| c1        | NET RECEIPTS/PAYMENTS FOR<br>THE YEAR      | (a7-b9)                     | (242,420)                      | 369,728             | 127,308             | (64,471)            |
| c2        | Total funds brought forward from last year | 149,906                     | 402,105                        | 54,171              | 606,182 (c6)        | 670,653             |
| c3        | Sub total                                  | (c1+c2)                     | (92,514)                       | 771,833             | 733,490             | 606,182             |
| c4        | Transfers and adjustments                  |                             |                                |                     |                     |                     |
| c5        | TOTAL FUNDS AT END OF YEAR                 | (c3+c4)                     | (92,514)                       | 771,833             | 733,490 (c8)        | 606,182 (c6)        |

| SECTION D |   | Un -<br>restricted<br>Funds | Circuit<br>Model Trust<br>Fund | Restricted<br>Funds | Totals this<br>year | Totals last<br>year |
|-----------|---|-----------------------------|--------------------------------|---------------------|---------------------|---------------------|
|           | Note  | £                           | £                              | £                   | £                   | £                   |
| d         | FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS<br>(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   |                             |                                |                     |                     |                     |
| d3        | Offerings/Gifts - passed to external organisations  |                             |                                |                     |                     |                     |
| d4        | BALANCE STILL TO BE PAID (d1 + d2 - d3)   |                             |                                |                     |                     |                     |



SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATION REPORTING TO THE CIRCUIT MEETING

Ripon and Lower Dales

Circuit

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/<br>Payments | Adjustments | Opening<br>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) | 638,520 (a8)   | 511,212 (b9)   | 127,308                   | (c7)        | 606,182 (c6)        | 733,490 (c8)     |
| e10  | TOTAL CASH FUNDS HELD BY CIRCUIT                                      | 638,520        | 511,212        | 127,308                   |             | 606,182 (x)         | 733,490 (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<br>BALANCES | CLOSING<br>BALANCES |
|--|---------------------|---------------------|
| f1 Cash in hand  | 59                  | 59                  |
| f2 Bank Current Account  | 24,214              | 7,248               |
| f3 Bank Deposit Account  | 17,417              | 29,450              |
| f4 Central Finance Board   | 108,216             | 61,821              |
| f5 Trustees for Methodist Church Purposes  | 402,105             | 580,740             |
| f6 Other funds   | 54,171              | 54,171              |
| f7 SUB TOTAL   | 606,182 (c6)        | 733,489 (c8)        |
| f8 Total funds held by Internal Organisations (the closing balance totals above) (e12) | (e11)               | (e12)               |
| f9 TOTAL CASH FUNDS HELD BY CIRCUIT  | 606,182 (x)         | 733,489 (y)         |

SECTION G

OTHER ASSETS and LIABILITIES

|   | At<br>1 September 2022 | At<br>31 August 2023 |
|---|------------------------|----------------------|
| g1 Investments (include Endowments)                       | 54,170.97              | 54,170.97            |
| Circuit Land and Buildings (see notes re Insurance value) | 1,133,069              | 1,366,295            |
| 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 ...Ripon and Lower Dales Circuit..... No...29/24.....

## Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2022 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 - Circuit Trustees Date 04.01.2024

Name and address of treasurer ...Circuit Office, Allhallowgate Methodist Church.....

...Victoria Grove, Ripon..... Post Code...HG4 1LG.....

### Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2022 were/will be\* presented to the Circuit meeting held on 24th January 2024

Signature of the Chair of the meeting .....

Name of the Chair of the meeting Gareth Benson Date 20.3.2024

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

...Ripon and Lower Dales Circuit

Charity Number .....

Circuit Stewards

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Ripon and Lower Dales Circuit for the year ended 31 August 2022 set out on pages 1... 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 ...Ripon and Lower Dales Circuit..... No ...29/24.....

### 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

*Sue Cutting*

Name of independent examiner

*Sue Cutting*

Relevant professional qualification of independent examiner

Name of firm (where appropriate)

Address

*33 South Rd, Dodworth, Barnsley*

Post Code

*S75 3LL*

Date

*28.12.2023*

\* delete or circle as appropriate