

PENRITH METHODIST CIRCUIT

Registered Charity No. 1133928

The Charity was first registered on 1 February 2010 (previously Excepted Registration)

TRUSTEES' ANNUAL REPORT & FINANCIAL ACCOUNTS

For the year ended 31 August 2023

Legal and Administrative Information:

Communication Address	Wordsworth Street Penrith Cumbria CA11 7QY
Ministers	Rev Tim Cooke (Superintendent) Rev David Milner
Circuit Stewards	Sheila Mallinson Kathleen Williamson Carolyn Dickinson
Circuit Treasurer	Mr Malcolm Teed
Administrator	Sarah Mulheron
Independent Examiner	Judith Heeley
Bankers	1) Barclays Bank Market Square Penrith CA11 7SN 2) CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ 3) Central Finance Board of the Methodist Church (CFB) 4) Trustees for Methodist Church Purposes (TMCP)

Introduction

The following pages are designed to give the reader an overview of the purposes of the Charity, of how it conducts itself, of those who were involved in the Charity and draws attention to what has occurred during the past year. These pages are an introduction to and should be read in conjunction with the detailed financial reports contained later on in the document.

Aims and Objectives

The primary aim and objective of the Charity is to act as a resource provider for The Methodist Church within the area around Penrith. Our Mission Statement is: 'Working in partnership to encourage and enable God's people to discover God's presence as we grow daily in our faith, building God's kingdom and sharing God's love in practical ways'.

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 subsidiary or ancillary to the The Methodist Church.

The Objectives are carried out through the following activities:

- Provide leadership ministry and support to the five Churches which make up the Penrith Circuit enabling them to fulfil their purpose within their local community and beyond.
- The organisation and resourcing of regular public acts of worship open to members of the Church or non-members alike.
- The resourcing of pastoral work including visiting the sick and bereaved.
- Taking religious assemblies in local schools.
- Promotion of Christianity by both leading and supporting local initiatives, events and services.

Accounting Standard

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 2015 as applicable to the Financial Reporting Standard 102 (FRS102).

Public Benefit

In carrying out all its activities, the Trustees of the Charity had due regard to the Charity Commission's guidance on public benefit.

Structure, Governance and Management

The governing document for the Circuit is the Deed of Union (1932) and the 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 which includes the Treasurer and Property Steward, along with the Local Preachers meeting.

The Circuit is part of the Cumbria District and is also accountable to the Methodist Conference.

The following Methodist Churches make up the Penrith Circuit: the Cottage Wood Centre, Penrith, Skelton and Stainton together with St Patricks Patterdale which is a Local Ecumenical Partnership with the Church of England.

Consolidation

The Circuit has denominational regulatory oversight in respect the Churches within the Circuit but has no legal or operational control of those Churches and their governing bodies except in extreme circumstances. For this reason, the financial statements of Churches within the Circuit are not consolidated into these financial statements.

Financial Review

Circuit income totalled £155,205 The remaining income of £177,218 is primarily drawn from the Assessment paid by Circuit churches (£92,592) together with the reimbursement of expenditure for shared resources.

Expenditure totalled £290,385 of which £154,912 arises from the cost of Ministry within the Circuit and £27,051 was sent to the Methodist Cumbria District and the Connexion to support their wider Ministry. In addition a Grant of £35,000 was made to Penrith Methodist Church. Restricted Funds totalling £74,422 held on behalf of Penrith Methodist Church was spent by them on refurbishment of windows within the Church.

Fund Balances

As at 31 August 2023 the Circuit held net current assets of £390,385 of which £151,967 is unrestricted. Of the £199,531 held in the Model Trust Fund £138,418 is restricted for the sole use of Penrith Methodist Church. All expenditure from the Model Trust Fund held by the Trustees for Methodist Church Purposes requires the specific authorisation of the Circuit (Trustees) meeting.

Circuit Financial Plans for 2022/23

The Penrith Circuit will merge with the Kirkoswald & Alston Moor Circuit with effect from 1st September 2023 and will be known as the East Cumbria Methodist Circuit. Based on the monetary assets and human resources available as at 31 August 2023 the Trustees believe these are sufficient to meet plans for 2023/24 and as such the Circuit is regarded as a going concern.

Risk Management

Risks identified are reviewed by the Circuit Leadership Team and brought to the attention of the quarterly meeting of Trustees with appropriate action taken.

Income and expenditure are monitored and compared with the annual budget monthly as part of the risk management process to avoid unforeseen calls on Reserves.

Particular attention is being paid to the consequences of the CoVid pandemic and decisions taken at the Methodist Conference, on the Churches for which the Circuit has responsibility. This being in terms of compliance, the impact on Church activities, financial stability and on the membership.

Reserves Policy

The Reserves Policy takes into account that income is received quarterly whilst most expenditure occurs on a monthly basis. The Circuit retains in reserve a sum equivalent to 6 months average expenditure from unrestricted funds. Six months budgeted expenditure for 2023/24 in respect of the merged East Cumbria Methodist Circuit is £71,500 and whilst there are Reserve commitments also, surplus funds will be available for investment in, and to sustain, Mission, Ministry and Service.

This should enable the Circuit to meet any unforeseen item of major expenditure and enable it to continue funding the work of the Circuit in the short term if the Churches making up the Circuit were unable to meet their full annual contribution known as their Assessment

Safeguarding Policy

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

The Circuit has adopted the Methodist Connexional Safeguarding Policy, and commits to ensure its implementation, together with relevant government legislation, guidance, and safe practice, in the Circuit and in our Churches.

The Circuit has a Safeguarding Officer who is also a Trustee and provides support, advice, and training for lay and ordained people designed to ensure that people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable. Appropriate records are in place and kept up to date.

Trustees and Trustee Training

The members of the Penrith Circuit Meeting are the Charity Trustees. These include the Circuit Ministers Supernumerary Ministers, Circuit office holders and representatives appointed by the Churches which make up the Circuit.

There is a range of training and guidance material provided by the Methodist Connexion to support the effective running of the Circuit.

A general training course has been provided in the past and a copy of the "The role of a Trustee in the Methodist Church" and the "Charity Trustee Welcome Pack" published by the Charities Commission is brought to the attention of, and made available to, all Trustees.

Responsibilities of the Managing Trustees

Penrith Methodist Circuit is held on the Model Trust Deed of the Methodist Church and therefore the custodian Trustees of the Circuit are the Trustees for Methodist Church Purposes. Under the Methodist Church Act 1976 the members of the Circuit Meeting serve as Managing Trustees and as such fulfil the obligations laid upon them by Charity law. This requires the managing Trustees to prepare financial statements for each financial year that give a true and fair view of the financial state of affairs of the Circuit including any surpluses and balance carried forward into a new financial year.

In preparing these financial statements the Managing Trustees are required to adopt appropriate accounting policies as described in the Notes to the Accounts, and apply them consistently, observe the methods and principles in the Charities SORP, making judgements and estimates that are both prudent and reasonable. The Management Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Circuit will continue to operate.

The Managing Trustees are responsible for keeping proper accounting records that at any time disclose with reasonable accuracy the financial position of the Circuit. Such records must enable them to ensure that the financial statements comply with the Charities Act 2011 and the Church (Accounts and Reports) Regulations 2008. The Managing Trustees are also responsible for safeguarding the assets of the Circuit and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees in office as at 31 August 2023

Gillian Belford (Rev)
Alison Birkett
Helen Brunskill
John Carr (Rev)
Rev Timothy Cooke
Tracey Cooke
Joyce Cordingley
Kathryn Davidson
Carolyn Dickinson
Fraser Dickinson
Sylvia Dufton

Alan Gawthrop (Rev)
Jane Hutchinson
Sheila Mallinson
Anna Matthews
David Milner (Rev)
Lois Morton
Jean Parker
P J Summers
Malcolm Teed
Morgan Tebb-Roger
Soonu Verghese
Kathleen Williamson

Signed:



Dated:

4/12/23

Rev Tim Cooke

Superintendent Minister

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Penrith	<i>to be East Cumbria w.e.f. 1st September 2023</i>	Circuit
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**FOR THE YEAR ENDED
31 August 2023**

Cumbria	District	Circuit no	09/09
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Registered Charity - Charity Registration number

1133928

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

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(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 Tim Cooke
Rev David Milner

Circuit Stewards:

Sheila Mallinson
Kathleen Williamson
Carolyn Dickinson

Treasurer:

Malcolm Teed

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		92,592			92,592	99,453
a3	Capital receipts						88,300
a4	Bank and CFB interest and Investment income		2,379	2,961	5,671	11,011	1,687
a5	Grants						500
a6	Reimbursements Received	Yes	38,789			38,789	60,342
a6	Other receipts	Yes	12,813			12,813	15,236
a7	TOTAL RECEIPTS		146,573	2,961	5,671	155,205 (a8)	265,518

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		54,777			54,777	77,807
b3	Manse Costs	Yes	17,951			17,951	16,383
b4	Administration etc	Yes	9,022			9,022	7,432
b5	District Assessment		24,605	2,446		27,051	25,684
b6	Grants & donations	Yes		35,000		35,000	23,500
b7	Expenditure reimbursed by Stainton and Penrith Methodist Churches	Yes	224	35,881		36,105	28,868
b8	Other payments	Yes	2,963	279	74,011	77,253	18,266
b9	TOTAL PAYMENTS		109,542	73,606	74,011	257,159 (b9)	197,940

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	37,031	(70,645)	(68,340)	(101,954)	67,578
c2	Total funds brought forward from last year		87,746	97,834	206,759	392,339 (c6)	324,761
c3	Sub total	(c1+c2)	124,777	27,189	138,419	290,385	392,339
c4	Transfers and adjustments					(c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	124,777	27,189	138,419	290,385 (c8)	392,339 (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	last year b/f returned			75
d2	Offerings/Gifts - received for external organisations	to Donor Church included			
d3	Offerings/Gifts - passed to external organisations	in Payments Section B			
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)				75

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						
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	155,205 (a8)	257,159 (b9)	(101,954)	(c7)	392,339 (c6)	290,385 (c8)
	TOTAL CASH FUNDS HELD BY CIRCUIT					
	155,205	257,159	(101,954)		392,339 (x)	290,385 (y)
	TOTAL RECEIPTS		TOTAL PAYMENTS			

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 2023

	OPENING BALANCES	CLOSING BALANCES
f1		
f2	6,210	1,041
f3		10,190
f4	81,536	79,623
f5	97,834	61,113
f6	206,759	138,418
f7	392,339 (c6)	290,385 (c8)
f8	(e11)	(e12)
f9	392,339 (x)	290,385 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2022	At 31 August 2023
g1		
g2	1,104,669	1,318,981
g3		
g4		
g5		

both years now
reflect the
Insurance values
and reflect the
Insurers 19.4%
indexation inc

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 MATEEA Date 30.19.2023

Name and address of treasurer Malcolm Andrew Teed as at 31st August 2023

33 Keld Close, Stainton, Penrith, Cumbria CA11 0EJ

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2023 ~~were~~/will be* presented to the Circuit meeting held on 13/03/2024

Signature of the Chair of the meeting [Signature]

Name of the Chair of the meeting Rev. Tim Cooke Date 4/12/23

Independent Examiner's Report to the Trustees of the

Penrith Cumbria Circuit

Charity Number : 1133928

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Penrith Methodist Circuit for the year ended 31 August 2023 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

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

JUDITH HEALEY

Relevant professional qualification of independent examiner

CPA

Name of firm (where appropriate)

Address

Post Code

Date 28/11/23

* delete or circle as appropriate

Form reviewed

May-23

Penrith Methodist Circuit Accounts for the Year Ended 31 August 2023
Income & Expenditure - Additional Information

Section A - Receipts

a6	Reimbursements Rec'd	
	<i>Staff & Admin shared office costs</i>	28,592
	<i>Stainton Outreach Staff costs</i>	7,521
	<i>Shared Manse costs with Kirkswald & Alston Moor Circuit (KOAM)</i>	2,676
		38,789

a6	Other Receipts	
	<i>Rent from Penrith Church</i>	8,700
	<i>KOAM Shared rental income</i>	3,963
	<i>Miscellaneous</i>	150
		12,813

Section B - Payments

b3	Manse Costs	
	<i>Council Tax</i>	5,743
	<i>Water</i>	631
	<i>Service Contracts</i>	1,165
	<i>Insurance</i>	1,610
	<i>Repairs & Renewals</i>	8,802
		17,951

b4	Administration etc	
	<i>Telephone & Broadband</i>	1,168
	<i>Advertising</i>	46
	<i>Bank Charges</i>	5
	<i>Administration</i>	1,291
	<i>Trainin</i>	612
	<i>Staff Costs</i>	5,900
		9,022

b6	Grants & Donations	
	<i>Penrith Methodist Church refurbishment of Windows</i>	35,000
		35,000

/ continued overleaf