

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Wolstanton Methodist

Church

FOR THE YEAR ENDED

31 August 2020

North Staffordshire	Circuit	Circuit no	11/22
----------------------------	----------------	-------------------	--------------

Registered Charity - Charity Registration number

1134044

**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)

Minister:

Rev'd John PALMER

Church Stewards:

Mr Paul SMITH	Mrs Doreen SMITH
Mrs Avril POYNER	Mr David ROBINSON
Mr Richard ANDERSON	Miss Mary BATEMAN

Treasurer:

Mrs Elizabeth SHANNON

SECTION A

		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS				
a2	Offerings and Tax recovered	52,238	861	53,099	64,338
a3	Bank and CFB interest and Investment income	409	150	559	454
a4	Lettings	2,902		2,902	5,212
a5	Other receipts	10,261	42,519	52,780	16,990
	Legacies £36,907				
a6	TOTAL RECEIPTS	65,810	43,530	109,340 (a7)	86,893

SECTION B

b1	PAYMENTS				
b2	Circuit Assessment or Share	38,520		38,520	32,535
b3	Donations	605	20	625	817
b4	Repairs and Maintenance	4,652		4,652	7,682
b5	Utilities (Insurances, water charges, heating & lighting)	11,436		11,436	11,465
b6					164
b7	Other payments	10,227	4,957	15,184	17,451
b8	TOTAL PAYMENTS	65,440	4,977	70,417 (b9)	70,113

SECTION C

c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	370	38,553	38,923	16,880
c2	Total funds brought forward from last year		63,114	22,768	85,882 (c6)	69,002
c3	Sub total	(c1+c2)	63,484	61,321	124,805	85,882
c4	Transfers and adjustments		1,439	-1,439		
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	64,923	59,882	124,805 (c8)	85,882 (c6)

SECTION D

FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS					
d	(these amounts are not to be included in total receipts/payments figures above)				
			£		£
d1	Balance brought forward from last year		NIL		NIL
d2	Offerings/Gifts - received for external organisations		808.4		1,924.7
d3	Offerings/Gifts - passed to external organisations		808.4		1,924.7
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)	NIL		NIL

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL**SECTION E**

Please follow the Guidance Notes to complete this page

Summary of the Church accounts for the year ended 31 August 2020 and Internal Organisations reporting to the Church Council/Church 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 income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, 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 District and connected District Organisations.

	INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1	Thursday Contact	379	313	66		80	148
e2	Wesley Guild (Cash held)					18	18
e3							
e4							
e5							
e6							
e7							
e8	Sub total of Internal Organisations funds	379	313	66		96 (e11)	162 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	109,340 (a7)	70,417 (b9)	38,923	(c7)	85,882 (c6)	124,805 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	109,719	70,730	38,989		85,978 (x)	124,967 (y)
		TOTAL RECEIPTS	TOTAL PAYMENTS				

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

SECTION F**STATEMENT OF ASSETS AND LIABILITIES****CHURCH - CASH FUNDS HELD at 31 August 2020**

		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	7,620	8,365
f3	Bank Deposit Account	2,029	2,786
f4	Central Finance Board	58,860	59,259
f5	Trustees for Methodist Church Purposes	17,373	54,385
f6	Other funds		
	* Chqs & debits not cleared Current A/c		
f7	SUB TOTAL - Church accounts	85,882 (c6)	124,805 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	96 (e11)	162 (e12)
f9	TOTAL CASH FUNDS HELD BY CHURCH	85,978 (x)	124,967 (y)

Modernisation A/c
General + Modernisation
Inc £36,907.20
£36,907.20 & £47.78

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2019	At 31 August 2020
g1	Investments (include Endowments)	NIL
g2	Land & Buildings (see notes re Insurance value)	£3,494,710
g3	Other Assets	NIL
g4	Loan(s) - show amount outstanding at year end	NIL
g5	Other Liabilities	NIL

f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5)

Name of Church **WOLSTANTON METHODIST**

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2020 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer  Date 30/11/2020

Name and address of treasurer Mrs Elizabeth SHANNON

1 Lovatt Avenue, Newcastle, Staffs ST5 9AD

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2020 were/will be* presented to the meeting of the Church trustees held on

Signature of the Chair of the meeting 

Name of the Chair of the meeting Revd John PALMER Date 3/2/2021

Independent Examiner's Report to the Trustees of the WOLSTANTON METHODIST Church

Charity Number 1134044

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the **Wolstanton Methodist Church** for the year ended **31 August 2020** set out on pages ... to As the Church'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 Church'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 Church WOLSTANTON METHODIST

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.

[the [the

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*K. Chadwick*.....

Name of independent examiner*Kaye Chadwick*.....

Relevant professional qualification of independent examiner*CIMA*.....

Name of firm (where appropriate)

Date*21/11/2021*.....

* delete or circle as appropriate

RESERVES POLICY of

WOLSTANTON METHODIST CHURCH(*Church Council ☒ /Circuit Meeting ☐ /District ☐)

1.	General Funds held at Y/E 31/08/2020	£64,923
2.	Restricted Funds held "	£59,882
3.	Endowment Funds held "	£0

4. Reserves policy for General Funds

We aim to hold £40,000 in our General Fund to cover 6 months expenditure. The reason for this is as follows:-

1. One month's average expenditure as working capital to cover normal running costs.
2. One month's average expenditure to cover general maintenance which is funded by general funds.
3. Within the General Fund are funds awaiting property repairs and maintenance to the Church property of some £20,000
4. Within the General Fund monies there are funds held totalling £1,630 which are already allocated for use (Benevolent Fund £310, Mission & Outreach £444, Maternity Benefit £876)

5. Policy for Restricted Funds

Restricted funds of £60,044 are held as follows:-

(i) Organisations funds held within Church Accounts total	£ 2621
Cash held by organisations (Included in accounts)	£ 162
(ii) Various bequests held in TMCP account for future redevelopment	£ 54,395
(iii) Fundraising is ongoing for further redevelopment and funds currently held are	£ 2,867

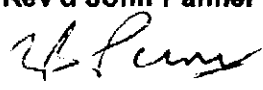
6. Terms relating to Endowment Funds held

None

This Reserves Policy has been approved by

CHURCH COUNCIL

(*Church Council ☒ /Circuit Meeting ☐ /District ☐)

Treasurer	Trustee
Full name Mrs Elizabeth Shannon	Full Name Rev'd John Palmer
Signed: 	Signed: 

RESERVES POLICY

Report on behalf
of

WOLSTANTON METHODIST CHURCH

(*Church Council/ Circuit Meeting/District)

To

North Staffordshire Circuit Meeting

(*Circuit Meeting/District/Resourcing Mission Office)

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charities SORP.

- | | |
|---|---|
| <p>(i) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money</p> <p>(ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s</p> | <p>(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report</p> <p>(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion</p> <p>(v) Our Report is attached overleaf →</p> <p>* please delete as appropriate</p> |
|---|---|

To be completed by Receiving Body

The

Circuit Meeting

*Circuit Meeting/District/Resourcing Mission Office received the RESERVES POLICY of

North Staffordshire Circuit

*Church Council/Circuit Meeting/District

Policy accepted and acknowledgement sent to the trustees

YES ☐ / NO ☐

Policy noted and the following enquiries made of the trustees

Responses received and any further action taken

*Circuit/District/Resourcing Mission Office

Signatures

Date.....

* Please delete as appropriate

FINANCE REPORT FOR CHURCH COUNCIL 4th November 2020

YEAR END 31.8.2020

We need to acknowledge that this has been a very unpredictable year and finances have followed the general trend

INCOME

Income from Collections, Standing Orders, donations, Gift Day, Gift Aid was down by £6,000

Income from all other sources was down by £3,600

Total Income £62,155.33

EXPENDITURE

Circuit Assessment year ending 31.8.2020 – because of the pandemic the Circuit paid the Circuit Assessment for one month for all churches within the Circuit and Wolstanton benefitted by £3486.

Expenditure was up by £2000

Total Expenditure £61,448.39

CHURCH FUNDS AS AT 31.8.2020

General Fund Balance	£63,292.53
Benevolent Fund	£ 310.30
Mission & Outreach Fund	£ 443.55
Pension awaiting payment	£ 47.75
Maternity Benefit awaiting payment	£ 876.46 (from HMRC)

Monies held in Church bank accounts on behalf of Groups

Stepping Stones	£ 1,268.55
Wesley Guild	£ 1,174.13
Cards	£ 177.56

Modernisation Accounts £ 2,866.71

Reserved Funds – Trustees for Methodist Church Purposes Account

To be used for specific expenditure agreed by Church Council **£54,395.04**

BUDGET FOR 2020-2021

The budget for the next financial year is almost impossible to predict –

Expenditure has been listed, but the only income used has been standing orders direct to bank and Gift Aid

WOLSTANTON METHODIST CHURCH **Statement of Accounts 1st September 2019-31st August 2020**

Page 1

GENERAL ACCOUNT 1st September 2019 - 31st August 2020

		<u>EXPENDITURE</u>			
		(2019)		(2019)	
INCOME		£	62,585.99	£	50,344.84
Brought forward 01.09.19					
Weekly/Monthly Collections					
Donations during closure	£	5,620.50			
Envelopes	£	8,588.30			
Cash	£	1,854.61			
Standing Orders	£	24,329.88			
Donations & Bequests	£				
	£	40,371.29	£	43,235.02	
	£	1,674.12	£	943.68	
Gift Aid / GASDS Tax Refund 2019-20 (net)	£	10,192.75	£	12,773.39	
Gift Day 2019-20	£	-	£	1,286.50	
Dividends & Interest	£	408.80	£	337.01	
Legacies received	£	36,907.20			
Less transferred to TMCP	-£	36,907.20			
Room Lettings	£	2,902.34	£	5,212.00	
Donations - Car Parking	£	1,604.00	£	1,392.00	
Weddings & Funerals	£	844.82			
Less fees organist & steward	-£	440.00	£	642.99	
Organisation Donations					
Brownies	£	145.50			
Rainbows	£	43.40			
Card Sales at Church Fair	£	79.75			
Thursday Contact	£	70.00			
Wednesday Fellowship	£	1,386.35			
Wesley Guild	£	-	£	1,200.00	
	£	1,898.00	£	2,743.00	
Sunday Refreshments					
Donations	£	301.82			
Less expenses	-£	104.10	£	114.17	
Church Fair	£	916.49			
Plant Sale	£	241.00			
Quiz	£	140.00			
Taste of Christmas Tea	£	210.00	£	3,102.93	
			£	123,548.92	£ 122,137.53
EXPENDITURE					
Circuit Assessment			£	38,520.00	£ 32,535.00
Church Donations					
Connexional Funds	£	480.00			
Bible Society	£	125.00			
MWIB donation	£	-			
	£	605.00			
Property (Repairs & Maintenance)					
Major property repairs	£	-			
Maintenance/Repairs	£	1,377.00			
Eqpt Service	£	716.60			
Cleaning materials	£	254.10			
Cleaner's Salary	£	2,304.42			
	£	4,652.12			
Utilities					
Electricity	£	3,355.00			
Gas	£	4,884.73			
Insurance	£	2,924.44			
Water	£	271.74			
	£	11,435.91			
Salaries					
Administrator	£3831.75				
Less Furlough Pay	£1940.00				
Accountants charge	£	2,437.75			
	£	2,437.75			
Administration					
Photocopier	£880.55				
Less Refund & Income	£222.89				
Stationery & Stamps	£	657.66			
Replacement office eqpt	£	73.25			
	£	6.94			
	£	737.85			
Other Expenditure					
Worship Material	£	-			
Copyright Licence	£	582.18			
Miscellaneous	£	258.11			
Telephone	£	525.47			
	£	500.00			
Funding for Mission & Outreach					
Carried forward 31.8.20	£	63,202.53	£	62,585.59	
			£	123,548.92	£ 122,137.53

<u>Balances as at 31.08.19</u>	£	<u>Balances as at 31.08.20</u>	£
General Fund	62585.59	General Fund	63292.53
Benevolent Fund	310.30	Benevolent Fund	310.30
External Organisation Collections	0.00	External Organisation Collections	0.00
External Organisation GIFT AID	-163.54	External Organisation GIFT AID	0.00
Mission & Outreach Fund	286.34	Mission & Outreach Fund	443.55
Modernisation Fund	0.00	Modernisation Fund	0.00
Stepping Stones	1,650.00	Stepping Stones	1,268.65
Wednesday Fellowship	976.35	Wednesday Fellowship	0.00
Wesley Guild	693.98	Wesley Guild	1,174.13
Cards	69.88	Cards	177.56
National Insurance	9.21	National Insurance	0.00
Pension Fund	85.95	Pension Fund	0.00
		N Ridley Maternity Benefit awaiting payment	876.46
	<u>£66,503.86</u>		<u>£67,543.18</u>

Represented By:-

<u>Balances as at 31.08.19</u>	£	<u>Balances as at 31.08.20</u>	£
National Westminster Current Account	7,620.15	National Westminster Current Account	8,364.65
National Westminster Reserve Account	103.84	National Westminster Reserve Account	0.00
Central Finance Board Deposit Account	58,779.87	Central Finance Board Deposit Account	59,178.53
Petty Cash	0.00	Petty Cash	0.00
	<u>£66,503.86</u>		<u>£67,543.18</u>

OTHER ACCOUNTS HELD BY CHURCHTRUSTEES METHODIST CHURCH PURPOSES ACCOUNT

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	17,373.11	Admin Charges	34.75
Interest	149.48	Legacies withdrawn	0.00
Legacies	36,907.20	Closing Balance 31.8.20	54,395.04
	<u>£54,429.79</u>		<u>£54,429.79</u>

MODERNISATION SCHEME ACCOUNTS (National Westminster A/c & Central Finance Board A/c)

Opening Balances 01.09.19	£2,005.11		
Income	£861.00		
Interest CFB	£0.60	Closing balance as at 31.8.20	£2,866.71
	<u>£2,866.71</u>		<u>£2,866.71</u>

(See page 5 for details)

EXTERNAL ORGANISATION COLLECTIONS

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balances 01.09.19	0.00		
NCH Action for Children	310.00	NCH Action for Children	310.00
All We Can donations & boxes	60.00	All We Can	60.00
Harvest Envelopes for All We Can	170.00		
Harvest Envelopes for All We Can Gift Aid	7.00	Harvest Envelopes for All We Can	177.00
Bible Society	12.62	Bible Society	12.62
Headway (Christmas collection)	203.00	Headway (Christmas collection)	203.00
Easter Offering	0.00	Easter Offering	0.00
JMA	45.73	JMA	45.73
	<u>£808.35</u>	Closing Balance 31.8.20	0.00
			<u>£808.35</u>

OTHER CHURCH ACCOUNTS**BENEVOLENT FUND**

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	310.30	Closing Balance 31.8.20	310.30
	<u>£310.30</u>		<u>£310.30</u>

EXTERNAL ORGANISATIONS GIFT AID

Opening Balance 01.09.19 *reclaimed Apr.20	-£163.54	All We Can *reclaimed Apr 20	£7.00
Gift Aid reclaimed April 2020	£170.54	Closing Balance 31.8.20	£0.00
	<u>£7.00</u>		<u>£7.00</u>

MISSION & OUTREACH FUND

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	286.34	Messy Church expenses	53.60
Transfers from Church General Fund	500.00	Café Church	1.10
Leaflet donations	16.90	Mission & Outreach Photocopying	90.32
Misc. donations (Café Church)	10.00	Printing of Link Leaflets	119.98
		Leaflets / Booklets	11.50
		Sheep Trail	59.20
		Miscellaneous expenses	2.00
		Computer Equipment coffee lounge	31.99
		Closing balance 31.8.20	443.55
	<u>£813.24</u>		<u>£813.24</u>

N.RIDLEY MATERNITY BENEFIT

<u>Income</u>	£	<u>Expenditure</u>	£
Maternity Benefit from HMRC	4136.14	Maternity Benefit paid	3259.68
	<u>4,136.14</u>	Closing Balance (Benefit awaiting payment)	876.46
			<u>4136.14</u>

PROPERTY FUND

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	0.00	Closing Balance 31.8.20	0.00
	<u>£0.00</u>		<u>£0.00</u>

NATIONAL INSURANCE ACCOUNT

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	9.21	To HMRC	9.21
	<u>£9.21</u>	Closing Balance 31.8.20	0.00
			<u>£9.21</u>

PENSION ACCOUNT

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	85.95	Pension paid to NEST	85.95
	<u>£85.95</u>	Closing Balance	0.00
			<u>£85.95</u>

ORGANISATION FUNDS HELD WITHIN CHURCH BANK ACCOUNTS**Page 4****CARDS**

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	£69.68	Card purchases etc	117.18
Income from sale of cards	225.06	Donation to Church funds (Fair sales)	79.75
Card Income Church Fair	£79.75	Closing Balance 31.8.20	£177.56
	<u>£374.49</u>		<u>£374.49</u>

STEPPING STONES

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	1,650.00	Miscellaneous expenditure	793.39
Group Subs & donations	4,070.87	Project Workers salary & pension	3838.83
Photo income	180.00	Closing Balance 31.8.20	1268.65
	<u>£5,900.87</u>		<u>£5,900.87</u>

WEDNESDAY FELLOWSHIP

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	976.35	Donations to Church Funds	1,359.35
Donations	383.00	Closing Balance 31.8.20	0.00
	<u>£1,359.35</u>		<u>£1,359.35</u>

WESLEY GUILD

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.19	693.98	Donations to Church Funds	0.00
NHCP	20.00	NHCP	20.00
Donations for Transport (trips)	66.00	Transport (minibus)	108.16
Donations	567.30	Wesley Guild National subs	25.00
		Donation Coolock Convent	40.00
		Closing Balance 31.8.20	1,174.13
	<u>£1,367.28</u>		<u>£1,367.28</u>

WOLSTANTON METHODIST CHURCH MODERNISATION ACCOUNT
1st SEPTEMBER 2019 - 31st AUGUST 2020

<u>INCOME</u>		<u>EXPENDITURE</u>	
b/f 1st Sep 2019		£2,005.11	
Collections	Standing Orders Coin Boxes	£600.00 £0.00	
Donations by Organisations	Wednesday Coffee Shop	£261.00	
CFB Deposit Account Interest		£0.60	
			c/f 31 August 2020
		<u>£2,866.71</u>	<u>£2,866.71</u>

<u>Bank Balances at end</u>	<u>31-Aug-20</u>
Central Finance Board	£80.56
Nat West Current	£2,786.15
	<u>£2,866.71</u>

<u>BANK ACCOUNTS</u>	B'ght F'w'd	Carried F'w'd
Central Finance Board	£79.96	£80.56
Deposit	£0.60	£0.00
Nat West Current A/C	£1,925.15	£2,786.15
Deposit	£861.00	£0.00
	<u>£861.60</u>	<u>£0.00</u>
		<u>£2,866.71</u>