

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Wolstanton Methodist Church

Church

FOR THE YEAR ENDED

31 August 2021

North Staffordshire	Circuit	Circuit no	11/22
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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	Note			
a2	Offerings and Tax recovered	51,520	600	52,120	53,099
a3	Bank and CFB interest and Investment income	78	156	234	559
a4	Lettings				2,902
a5	Other receipts	6,123	2,985	9,108	52,780
a6	TOTAL RECEIPTS	57,721	3,741	61,461 (a7)	109,340
SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share	42,529		42,529	38,520
b3	Donations				625
b4	Repairs and Maintenance	13,328		13,328	4,652
b5	Utilities (Insurances, water charges, heating & lighting)	7,516		7,516	11,436
b6	Gift Aid/GASDS on External Funds	25		25	
b7	Other payments	8,714	4,371	13,085	15,184
b8	TOTAL PAYMENTS	72,112	4,371	76,483 (b9)	70,417
SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	-14,391	-630	-15,022
c2	Total funds brought forward from last year		64,923	59,882	124,805 (c6)
c3	Sub total	(c1+c2)	50,531	59,252	109,783
c4	Transfers and adjustments		-112	112	(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	50,419	59,364	109,783 (c8)
					124,805 (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			1,815	808
d3	Offerings/Gifts - passed to external organisations			1,815	808
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 2021 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					146	146
e2 Wesley Guild (Cash held)					16	16
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds					162 (e11)	162 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	61,461 (a7)	76,483 (b9)	-15,022	(c7)	124,805 (c6)	109,783 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	61,461	76,483	-15,022		124,967 (x)	109,945 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F
STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2021	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	8,365	7,936
f3 Bank Deposit Account	2,786	3,386
f4 Central Finance Board	59,259	43,809
f5 Trustees for Methodist Church Purposes	54,395	54,766
f6 Other funds		-113
f7 SUB TOTAL - Church accounts	124,805 (c6)	109,783 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	162 (e11)	162 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	124,967 (x)	109,945 (y)

SECTION G
OTHER ASSETS and LIABILITIES

	At 1 September 2020	At 31 August 2021
g1 Investments (include Endowments)	NIL	NIL
g2 Land & Buildings (see notes re Insurance value)	3,585,581	3,585,581
g3 Other Assets	NIL	NIL
g4 Loan(s) - show amount outstanding at year end	NIL	NIL
g5 Other Liabilities	NIL	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 Church

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2021 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 Shannon Date 28/10/2021 .

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 2021 were/will be* presented to the meeting of the Church trustees held on 9th February 2022.

Signature of the Chair of the meeting EJ Singleton

Name of the Chair of the meeting ELIZABETH J SINGLETON Date 9/2/2022

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 2021 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 CHURCH

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.

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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 ... Kye Chadwick

Relevant professional qualification of independent examiner CIMA

Name of firm (where appropriate)

Address ... 39 Valley View, Newcastle-under-Lyme

..... Post Code ... ST5 3FB

Date ... 23/11/2022

* delete or circle as appropriate

RESERVES POLICY of

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

1.	General Funds held at Y/E 31/08/2021	£50,419
2.	Restricted Funds held “	£59526
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 £10,000
4. Within the General Fund monies there are funds held totalling £754 which are already allocated for use (Benevolent Fund £310, Mission & Outreach £444)

5. Policy for Restricted Funds

Restricted funds of £59,526 are held as follows:-

. (i) Organisations funds held within Church Accounts total	£ 1,131
Cash held by organisations (included in accounts)	£ 162
.(ii) Various bequests held in TMCP account for future redevelopment	£ 54,766
.(iii) Fundraising is ongoing for further redevelopment and funds currently held are	£ 3,467

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 Elizabeth Singleton
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.

- (i) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money
- (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

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(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

(v) Our Report is attached overleaf



* please delete as appropriate

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

Page 1

GENERAL ACCOUNT 1st September 2020 - 31st August 2021									
EXPENDITURE									
INCOME		(2020)						Page 1	
Brought forward 01.09.20		£	63,292.53	£	62,585.59	Circuit Assessment		£	42,529.00
Weekly/Monthly Collections						Church Donations			
Donations during closure		£	6,169.46			Connexional Funds		£	
Envelopes		£	7,906.90			Bible Society		£	480.00
Cash & Chqqs		£	2,746.10			MWIB donation		£	125.00
Standing Orders		£	25,022.90						
Donations & Bequests		£	41,845.36	£	40,371.29	Property (Repairs & Maintenance)			
		£	1,263.96	£	1,674.12	Major property repairs		£	-
Gift Aid / GASDS Tax Refund 2020-21		£	8,477.57	£	10,192.75	Maintenance/Repairs		£	3,562.80
		£	-	£	-	Eqpt Service		£	1,361.78
Gift Day 2019-20		£	-	£	-	Cleaning materials		£	17.74
		£	78.43	£	408.80	Cleaner's Salaries (inc. pension)		£	8,236.60
Dividends & Interest		£						£	13,178.92
Legacies received		£	250.00			Utilities			
Less: transferred to TMCP		-£	250.00			Electricity		£	2,630.30
		£	-	£	36,907.20	Gas		£	1,789.65
Room Lettings		£	-	£	2,902.34	Insurance		£	2,927.42
		£	1,558.00	£	1,604.00	Water		£	168.97
Weddings & Funerals		£	700.00					£	7,516.34
Less fees organist & steward		-£	200.00			Salaries			
		£	500.00	£	404.82	Administrator		£	3,734.55
Organisation Donations						Less Furlough Pay		-£	1,530.10
Brownies		£	-	£	145.50	Accountants charge		£	202.35
Rainbows		£	-	£	43.40			£	2,406.80
Card Sales at Church Fair		£	-	£	79.75	Administration			
Thursday Contact		£	-	£	70.00	Photocopier		£	534.38
Wednesday Fellowship		£	-	£	1,359.35	Stationery & Stamps		£	67.70
Wesley Guild		£	-	£	-	Replacement office eqpt		£	-
		£	-	£	1,698.00			£	602.08
Sunday Refreshments						Other Expenditure			
Donations		£	-	£	-	Worship Material		£	99.87
Less expenses		£	-	£	197.72	Copyright Licence		£	334.58
		£	310.00	£	916.49	Miscellaneous		£	446.15
Fund Raising						Telephone		£	521.68
Church Fair		£	-	£	-	Funding for Mission & Outreach		£	1,402.28
Plant Sale		£	310.00	£	241.00			£	-
Quiz		£	-	£	140.00	Carried forward 31.8.21		£	49,690.43
Taste of Christmas Tea		£	-	£	210.00			£	63,292.53
		£	310.00	£	1,507.49			£	117,325.85
								£	119,915.17

<u>Opening Balances as at 01.09.20</u>	£	<u>Balances as at 31.08.21</u>	£
General Fund	63292.53	General Fund	49690.43
Benevolent Fund	310.30	Benevolent Fund	310.30
External Organisation Collections	0.00	External Organisation Collections	0.00
External Organisation GIFT AID	0.00	External Organisation GIFT AID	-25.00
Mission & Outreach Fund	443.55	Mission & Outreach Fund	443.55
Stepping Stones	1,268.65	Stepping Stones	-220.41
Wednesday Fellowship	0.00	Wednesday Fellowship	0.00
Wesley Guild	1,174.13	Wesley Guild	1,174.13
Cards	177.56	Cards	177.56
N Ridley Maternity Benefit awaiting payment	876.46	N Ridley Maternity Benefit awaiting payment	0.00
	<u>£67,543.18</u>		<u>£51,550.56</u>

Represented By:-

Represented By:-

<u>Opening Balances as at 01.09.20</u>	£	<u>Balances as at 31.08.21</u>	£
National Westminster Current Account	8,364.65	National Westminster Current Account	7,822.60
National Westminster Reserve Account	0.00	National Westminster Reserve Account	0.00
Central Finance Board Deposit Account	59,178.53	Central Finance Board Deposit Account	43,727.96
Petty Cash	0.00	Petty Cash	0.00
	<u>£67,543.18</u>		<u>£51,550.56</u>

OTHER ACCOUNTS HELD BY CHURCHTRUSTEES METHODIST CHURCH PURPOSES ACCOUNT

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.20	54,395.04	Admin Charges	34.98
Interest	155.78	Legacies withdrawn	0.00
Legacies	250.00	Closing Balance 31.8.21	54,765.84
	<u>£54,800.82</u>		<u>£54,800.82</u>

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

Opening Balances 01.09.20	£2,866.71		
Income	£600.00		
Interest CFB	£0.11	Closing balance as at 31.8.21	£3,466.82
	<u>£3,466.82</u>		<u>£3,466.82</u>

(See page 4 for details)

EXTERNAL ORGANISATION COLLECTIONS

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.20	0.00		
NCH Action for Children	0.00	NCH Action for Children	0.00
All We Can donations & boxes	48.27	All We Can	48.27
Harvest Envelopes for All We Can	0.00		
Harvest Envelopes for All We Can Gift Aid	0.00	Harvest Envelopes for All We Can	0.00
Easter Offering	100.00		
Gift Aid & GASDS on Easter Offerings	25.00	Easter Offering	125.00
JMA	139.41	JMA	139.41
Shoebox Appeal	205.00	Shoebox Appeal	205.00
Donations Rev J Palmer	945.00	Donations Rev J Palmer	945.00
Donations Rev J Taylor	352.00	Donations Rev J Taylor	352.00
	<u>£1,814.68</u>	Closing Balance 31.8.21	0.00
			<u>£1,814.68</u>

OTHER CHURCH ACCOUNTSBENEVOLENT FUND

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.20	310.30	Closing Balance 31.8.21	310.30
	<u>£310.30</u>		<u>£310.30</u>

EXTERNAL ORGANISATIONS GIFT AID

Opening Balance 01.09.20	£0.00	Easter Offering Gift Aid/GASDS (claim April 22)	£25.00
	<u>£0.00</u>	Closing Balance 31.08.21	-£25.00
			<u>£0.00</u>

MISSION & OUTREACH FUND

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.20	443.55	Closing balance 31.8.21	443.55
	<u>£443.55</u>		<u>£443.55</u>

N.RIDLEY MATERNITY BENEFIT

<u>Income</u>	£	<u>Expenditure</u>	£
01.09.20 Maternity Benefit from HMRC		Maternity Benefit paid	2721.6
Awaiting payment	876.46	Maternity Benefit Handling fee	
Maternity Befefit received (inc handling fee)	2024.57	transferred to General Account	67.29
		transferred to Stepping Stones	112.14
		Closing Balance 31.08.21	0.00
	<u>£2,901.03</u>		<u>£2,901.03</u>

ORGANISATION FUNDS HELD WITHIN CHURCH BANK ACCOUNTSCARDS

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.20	£177.56	Closing Balance 31.8.21	£177.56
	<u>£177.56</u>		<u>£177.56</u>

STEPPING STONES

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 01.09.20	1,268.65	Project Workers salary & pension	4336.08
Maternity Benefit Handling fee	112.14		
Furlough income Project Worker	2,734.88	Closing Balance 31.8.21	-220.41
	<u>£4,115.67</u>		<u>£4,115.67</u>

WESLEY GUILD

<u>Income</u>	£	<u>Expenditure</u>	£
Opening Balance 1.9.20	1,174.13	Closing Balance 31.8.21	1,174.13
	<u>£1,174.13</u>		<u>£1,174.13</u>

1st SEPTEMBER 2020 - 31st AUGUST 2021

INCOME

b/f 1st Sep 2020

£2,866.71

Collections

Standing Orders	£600.00
Coin Boxes	£0.00

£600.00

Donations by Organisations

Wednesday Coffee Shop

£0.00

CFB Deposit Account Interest

£0.11

c/f 31 August 2021

£3,466.82

£3,466.82

£3,466.82

Bank Balances at end**31-Aug-21****Central Finance Board**

£80.67

Nat West Current

£3,386.15

£3,466.82

BANK ACCOUNTS**Central Finance Board**

Deposit	£0.11
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B'ght F'w'd

£80.56

Carried F'w'd

£80.67

Nat West Current A/C

Deposit	£600.00
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£2,786.15

Withdrawal £0.00

£3,386.15

£600.11

£2,866.71

£0.00

£3,466.82

INCOME & EXPENDITURE COMPARISONS (Giving a guide to Income & Expenditure on the General Account)

1.9.19 - 31.1.20 1.9.20 - 31.1.21

INCOME

	1.9.19 - 31.1.20	1.9.20 - 31.1.21	
Income from Giving	£18,217.65	£18,696.50	£478.85
Investment Income	£103.74	£70.20	-£33.54
Lettings	£1,913.00	£0.00	-£1,913.00
Car Park donations	£1,006.00	£810.00	-£196.00
Donations by organisations	£1,018.75	£0.00	-£1,018.75
Fund Raising Events	£1,266.49	£0.00	-£1,266.49
Misc Income	£56.39	£0.00	-£56.39
	£23,582.02	£19,576.70	-£4,005.32

EXPENDITURE

Circuit Assessment	£17,430.00	£16,470.00	£960.00
	(£3486 Monthly)	£3660 Monthly)	
Administration	£464.15	£279.49	£184.66
Admin Salary	£1,492.50	£1,542.25	-£49.75
Buildings & Contents Insurance	£2,924.44	£2,927.47	-£2.98
Equipment Services	£572.60	£631.16	-£58.56
General Property Maintenance	£1,082.00	£231.00	£851.00
Cleaners Salary & Pension	£1,582.05	£71.64	£1,510.41
Caretakers Salary & Pension	£0.00	£3,352.83	-£3,352.83
Miscellaneous	£243.76	£292.64	-£48.88
Electric	£1,258.00	£999.30	£258.70
Gas	£2,235.00	£1,779.00	£456.00
Water	£173.83	£67.65	£106.18
	£29,456.33	£28,644.36	£811.97

*Note Dec 20 paid half - £1830

*£246.76 awaited - Furlough

*Refund rec'd Sept £447

Expenditure over income £5,876.31 £9,067.69

GIFT AID / GASDS to be claimed at end of March - £10,000 last year, but likely to reduce this year as "cash" donations are
i.e. a claim can be made (known as GASDS) where cash donations of £30 or less are received and cannot be claimed under
There is a CREDIT balance on gas & electric of £2,100