

The **Methodist** Church



Registered Charity Number: 1134070

**Trustees Annual Report
Statement of
Annual Financial Accounts
Year ended 31st August 2024**

Name of Circuit : WEST DEVON

Circuit No: 24/24

Statement of Financial Activities (SOFA) for the year ended 31 August 2024

	Notes to the accounts	General Fund (Unrestricted)	Circuit Model Trust (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total 2023-24
Income							
1 Donations and legacies							0
2 Income from monetary investments		5,412	12,909			17	18,338
3 Income from investment properties		18,561					18,561
4 Assessments on Churches		116,912					116,912
5 Capital Receipts							0
6 Grants received	2				9,968		9,968
7 Other charitable income		11,031	10,125				21,156
8 Total income		151,916	23,034		9,968	17	184,935
Expenditure							
9 Grants and donations	3	2,164					2,164
10 Salaries and associated costs		78,599		40,000			118,599
11 Property maintenance		24,502					24,502
12 Connexional assessment & model trust levy			9,464				9,464
13 District Assessment & Levy		28,772	682				29,454
14 Depreciation							
15 Office expenses		2,008					2,008
16 Other outgoings		35,322					35,322
17 Total charitable expenditure		171,367	10,146	40,000			221,513
18 Gains/(losses) on monetary investments							0
19 Gains/(losses) on investment properties							
20 Net income/(expenditure)		-19,451	12,888	-40,000	9,968	17	-36,578
21 Transfers between funds		422				-422	0
22 Other gains/(losses)							
23 Net movement in funds		-19,029	12,888	-40,000	9,968	-405	-36,578
24 Total funds brought forward		152,810	49,282	190,000		405	392,497
25 Total funds carried forward		133,781	62,170	150,000	9,968	-	355,919

Name of Circuit: WEST DEVON

Circuit No: 24/24

Statement of Financial Activities (SOFA) for the year ended 31 August 2023

General Fund (Unrestricted)	Circuit Model Trust (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total 2022-23
£	£	£	£	£	£

Income

1	Donations and legacies					0
2	Income from monetary investments	3,974	9,453			13,427
3	Income from investment properties	19,690				19,690
4	Assessments on Churches	108,666				108,666
5	Capital Receipts					0
6	Grants received			2,500		2,500
7	Other charitable income	11,332		2,530		13,862
8	Total income	143,662	9,453	2,530	2,500	- 158,145

Expenditure

9 Grants and donations	1,000	110,000	2,530			113,530
10 Salaries and associated costs	98,280			2,500		100,780
11 Property maintenance	7,525					7,525
12 Connexional assessment & model trust levy		18,177				18,177
13 District Assessment & Levy	23,577	1,023				24,600
14 Depreciation						0
15 Office expenses	4,337					4,337
16 Other outgoings	27,799					27,799
17 Total charitable expenditure	162,518	129,200	2,530	2,500	0	296,748
18 Gains/(losses) on monetary investments	-65				-6	-71
19 Gains/(losses) on investment properties						
20 Net income/(expenditure)	-18,921	-119,747	0	0	-6	-138,674
21 Transfers between funds	5,438	-10,000	10,000	-1,143	-4,295	0
22 Other gains/(losses)						
23 Net movement in funds	-13,483	-129,747	10,000	-1,143	-4,301	-138,674
24 Total funds brought forward	166,293	179,029	180,000	1,143	4,706	531,171
25 Total funds carried forward	152,819	49,282	190,000	-	405	392,497

Balance Sheet as at 31 August 2024

Notes to the Accounts	General Fund (Unrestricted) £	Circuit Model Trusts (Unrestricted) £	Designated Funds (Unrestricted) £	Restricted Funds £	Endowment Funds £	Totals 2023/24 £	Totals 2022/23 £
-----------------------	-------------------------------------	--	---	-----------------------	----------------------	------------------------	------------------------

Fixed Assets

Circuit Manses & Equipment		842,329				842,329	842,329
Investment properties						0	
Investments						0	
Total fixed assets		842,329	0	0	0	842,329	842,329

Current Assets

Debtors						0	3,559
Loans by the Circuit	9	7,000				7,000	2,000
Investments with TMCP			22,170	150,000		172,170	239,687
Central Finance Board Deposits	2	142,825			9,968	152,793	119,574
Cash at Bank and in hand		23,957				23,957	28,135
Total current assets		173,782	22,170	150,000	9,968	355,920	392,955

Current liabilities

Creditors (due in under 1 year)						0	458
Grants payable within 2022-23						0	
Total current liabilities		0	0	0	0	0	458
Net current assets/liabilities		173,782	22,170	150,000	9,968	0	1,234,826

Total assets less current liabilities		1,016,111	22,170	150,000	9,968	0	1,198,249	1,234,826
--	--	------------------	---------------	----------------	--------------	----------	------------------	------------------

Long term liabilities (due after more than one year)								
Grants payable after 2022-23								
Loans to the Circuit								
Net assets		1,016,111	22,170	150,000	9,968	0	1,198,249	1,234,826

Funds of the Circuit

General Fund (Unrestricted)		1,016,111				1,016,111	995,139
Circuit Model Trust Fund (Unrestricted)			22,170			22,170	49,282
Designated Funds (Unrestricted)				150,000		150,000	190,000
Total Unrestricted Funds						1,188,281	1,234,421
Restricted Funds					9,968	9,968	0
Endowment Funds						0	405
Total Funds		1,016,111	22,170	150,000	9,968	1,198,249	1,234,826

Signed

A. Partridge

Circuit Treasurer

Notes to the Accounts of West Devon Methodist Circuit

For the year ended 31st August 2024

1 Basis of accounting

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting for Charities SORP applicable to charities preparing their accounts in accordance with FRS102 and taking note of the update bulletin 1 issued in 2016.

2 Funds

The funds held constitute: General Funds held for any purpose of the Circuit, which are unrestricted. The Circuit Model Trust Fund has wide purposes defined by Standing Orders and is categorised as unrestricted.

During the year a Heritage Lottery Fund grant of £9968 was received for specific purposes within the Circuit. None of this had been spent by 31st August, so it is shown as restricted funds on the account.

During the year a small Trust fund previously held on our behalf by the Trustees for Methodist Church Purposes has been closed, and the funds (totalling £422) have been transferred into the circuit General Funds.

3 Accounting Policies

Basis:

These accounts have been prepared on the accruals basis to show a true and fair view of the Circuit's financial position and activities.

Income is included in the Statement of Financial Activities (SOFA) when the Circuit becomes entitled to the resources, and the trustees are reasonably certain the payment will be received

Expenditure is recognised when the liability is incurred.

Grants and Donations:

Grants made by the Circuit from its own funds are recognised in full at the time of the agreement. During this year payment of £2000 was made for the work of the Methodist District Rural Support Worker, and £164 was donated to Hatherleigh Methodist church toward the cost of a projector.

VAT:

Since the circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

Tangible Fixed Assets for use by the Circuit:

Tangible fixed assets include 3 manses. Two of these are let on Assured Shorthold tenancies while we have no ministers to occupy them. The deemed valuation of the three manses is £732,329, which was the insured value in 2018, and which the trustees consider is the appropriate nett value if they were marketed. Nett rents received for the 2 tenanted manses were £18,561.

The Circuit also has Managing Trustee responsibilities for Belstone Chapel, where occasional services are held, and where the former Sunday School room is used as a tearoom in this popular Dartmoor village. The estimated sale value of the building is £150,000. If sold this would be subject to an automatic levy of £40,000 by the custodian trustees of the Methodist Connexional Priority Funds, so the net asset value to the Circuit would be £110,000, as included in the Tangible Fixed Assets.

Investments:

The Circuit does not hold any invested funds liable to changed valuations. All funds are held in Cash accounts with HSBC Bank (current account), Methodist Central Finance Board (deposit account), and Trustees for Methodist Church Purposes (Trustees interest fund)

Debtors, Creditors and Prepayments:

There were no significant debtors or creditors or prepayments at 31st August 2024

4 Payments to Trustees

Payments totalling £1533 were made to trustees' businesses for building services (including materials) provided to the circuit, as agreed by the Managing Trustees.

No payments were made to any Trustees for their services as trustees.

5 Fees for examination of the accounts

An Independent Examiner's fee of £275 was paid for reporting on the 2023 accounts. The fee for examination of these accounts is still to be agreed.

No other payments will be made for advice or accountancy services.

6 Paid employees

The average number of full-time equivalent paid workers was 3.5

The total cost of salaries, employer's National Insurance, pension contributions was £118599. This included reimbursing the Methodist Connexion for the stipend and other costs associated with our full-time ordained minister.

7 Capital Commitments and Contingent Liabilities

At 31st August 2024 there are no capital commitments, nor any identified contingent liabilities.

8 Tangible Fixed Assets

See note 2 above.

There have been no disposals or acquisitions of fixed assets during the year.

9 Loans

A longstanding loan of £1000 to Boasley chapel is still outstanding. The Circuit provided a further £5000 loan to Boasley chapel in April 2024 to enable emergency electrical work to be completed in their premises. This loan is also outstanding.

A loan of £1000 (nett) to our Superintendent Minister to enable him to purchase a new computer was outstanding at 31st August 2024, but has since been repaid in full.

10 Restricted and Designated Funds held @ 31st August 2024.

Within the Circuit Model Trust Fund held by the Trustees for Methodist Church Purposes on our behalf, we have designated £150,000 to cover predicted budget deficits in future years. This excess of spending will allow us to engage in missional development activities in the next 3 years, which would have been impossible without drawing on that Fund.

Name of Circuit WEST DEVON No. 24/24

Declarations and Scrutiny

I confirm that these accruals-based accounts for the year to 31 August 2024 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 A. Partridge

Date 1/11/2024

Name and address of treasurer

..... ALAN PARTIDGE

16 Kestrel Close, Okehampton Post
Code EX20 1UT

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2024 were/will * be presented to the Circuit meeting held on: 2/11/2024

Signature of the Chair of the meeting:

..... C. A. Jackson

Name of the Chair of the meeting: Rev. C. A. Jackson Date 2/11/2024

Independent Examiner's Report to the Trustees of the

..... WEST DEVON Circuit

Charity Number 1134070

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the West Devon Circuit for the year ended 31 August 2024 set out on pages ... to 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 WEST DEVON No 24/24

Independent Examiner's Statement

[The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of (*insert name of applicable listed body*)]. Delete [] if not applicable.

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; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination Delete if not applicable i.e. all R&P accounts
- the trustees' annual report is not consistent with the accounts Delete if not applicable i.e. all R&P accounts.

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: *D G Bufton*

Name of independent examiner: D G BUFTON

Relevant professional qualification of independent examiner:
.....

Name of firm (where appropriate):
.....

Address:

S. G. BUFTON & Co
ACCOUNTANTS
Sheltham
South Tawton
Okehampton
Devon EX20 2RG
Tel: (0837) 840772

..... Post Code:

Date: 12-11-2024

WEST DEVON METHODIST CIRCUIT

ANNUAL TRUSTEES' REPORT FOR YEAR ENDING 31st AUGUST 2024

INTRODUCTION

The West Devon Circuit is situated to the north-west of Dartmoor and is spread over approx. 400 sq miles. The Circuit currently serves twelve active churches, with memberships ranging from 5 to 67, and has a total membership of 255.

AIMS AND ORGANISATION

The Charity objective is to act as a resource provider within the area 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 the 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, 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

Specifically, we engage with:

- The organisation and resourcing of 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.
- The resourcing of children, youth and families work including work in schools, clubs and local events.
- Promotion of Christianity through the staging of events and services.
- Provision of support at local care homes and other institutions.

The Circuit's Mission Statement is:

To be a witness to God's love in Christ;
to serve the community in the name of Christ;
to build God's kingdom in the power of the Holy Spirit.

We seek to accomplish this by:

- equipping people to be effective disciples; to engage with inspiring and challenging worship; to share in the ministries of the church.
- encouraging the Circuit Churches to identify and share resources with one another and ecumenically.
- engaging with and supporting those who work for better community life, both locally and globally.
- exploring opportunities for releasing lay workers and others to work in the church and community.

ANNUAL REVIEW

At the end of the reporting year, the Circuit staff comprised of: The Superintendent Minister, a Family Worker (full-time), two Lay Assistants (part-time) and an Administrator (part-time).

Members at Madworthy completed the first stage of a major renovation scheme to make the property more suitable for different styles of worship and events as well as becoming a rural resource centre.

At Petrockstowe, the Methodist and CofE congregations have completed the formal process of forming a Local Ecumenical Partnership.

The Circuit was successful in a grant application to the National Lottery for a Heritage Project. The grant of £9,968 is to cover the majority of costs in supporting a programme of community activities. The project follows on from the momentum created by national recognition of Providence Chapel, winner of the England and overall UK 'Open for Visitors' National Churches Trust Awards. The project will include: taster days to be a forum of sharing local knowledge; Songs & Folklore Concerts by Jim Causley; two films highlighting unrecognised histories of Chapels; one Heritage Writer-in-residence and/or a series of creative writing workshops.

The Manses at Hatherleigh and Northlew are let with the tenancies managed by Stags Estate Agents, who undertake regular maintenance checks and report back to the Circuit. Management charges are 12% + VAT of rents collected.

INCOME

Circuit income is primarily drawn from the assessment paid by the Circuit Churches. There is also rental income relating to the rental of the Manses at Hatherleigh and Northlew.

EXPENDITURE

Stipend and salary expenditure has increased each financial year in line with increases set by the Methodist Conference and the Living Wage Foundation.

Approximately 15% of normal expenditure was the Circuit's contribution to the District and Connexion, used to fund the work of the wider Methodist Church.

Funding for the part-time Administrator and other additional expenditure incurred for lay ministry work were taken from reserves.

FUND BALANCES

As at 31st August 2024, total funds held were £355,919 including 3 repayable loans totalling £7,000.

The balances include a restricted fund (Lottery Funding for the Heritage Project) as well as funds held by The Trustees for Methodist Purposes (TMCP). A proportion of this is designated for payment of staff in the coming year as we are not likely to generate enough revenue income to fully cover projected expenditure.

RESERVES POLICY

Policy for General Funds

The Circuit Meeting acknowledges the policy of the Methodist Church in relation to financial reserves and at this point will endeavour to maintain a reserve amounting to six months general expenditure £105,000. This should be sufficient to meet any unforeseen expenditure on Manses; to meet the stipend of the Superintendent Minister and to fulfil our District assessment; whilst enabling the ongoing work and witness of the Circuit through missional and outreach opportunities to continue and develop.

Funds held for specific purposes: £150,000 has been designated to help meet salaries and other expenses of lay workers over coming years. This policy will be reviewed annually by the Circuit Trustees.

TRUSTEES as at 31st August 2024

Mrs Margaret Allin	Mrs Barbara Dalton	Mrs Marlene Hunkin	Mr Ken Smallacombe
Mr Richard Balsdon	Miss Winifred Davey	Rev. Chris Jackson (Chair)	Mrs Anne Searle
Mrs Daisy Bray	Mrs Beryl Down	Mr David James	Mr Barry Searle
Mr Michael Cole	Mr David Down	Mr Dean James	Mr Ian Trenaman
Mrs Christine Cottle	Mr Ken Down	Mrs Ruth James	Miss Sandra Trenaman
Mrs Dorothy Couch	Mrs Pam Down	Mrs Linda Kyle	Mr Owen Vanstone
Mrs Jackie Crawford	Mrs Lucy Gilbert	Mr Alan Marshall	Mrs Judy Waterer
Mr Mike Curtice	Miss Brenda Hockridge	Mr Alan Partridge	Mrs Lynda Whitworth
			Mr Gary Yates

PRIORITIES FOR 2024/25

Circuit financial plans for the coming year have been prepared on the basis that staffing levels remain the same. The staff team will work with the trustees, and their appointed officers, to engage with church and community activities appropriate to changing circumstances.

LOOKING FORWARD TO 2024/25

- To review staffing needs and recruit if appropriate.
- Plan and implement the Heritage Project programme.
- To continue to develop pastoral care within each church community with the support of the Lay Assistants.
- All Lay Staff on the Circuit Ministry Team (Lay Assistants and Family Worker) to continue to meet on a regular basis for mutual support with the Superintendent Minister.
- To identify training and support opportunities for different office holders within the Circuit.
- To encourage Churches within the Circuit to develop their Christian worship and witness, and to explore new ways of engaging with and serving local communities, especially to build on any new initiatives that have been started during recent years.
- Ensure that all those within the Circuit who should attend Safeguarding Training do so - Foundation and Advanced Modules as appropriate.

CHARITY COMMISSION NO: 1134070

DATE OF REGISTRATION: 04/02/2010

The Charity's annual report and accounts for the year ended 31st August 2022 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 (FRS) 102.

The members of the West Devon Methodist Circuit Meeting are the Charity Trustees, membership being made up of circuit office holders, the superintendent minister and representatives appointed by the local churches.

CONTACT: Rev. Chris Jackson, 42 Leeze Park, Okehampton, EX20 1EE

EMAIL: chris.jackson7@gmail.com

ACTIVE CIRCUIT MINISTER

- Rev. Chris Jackson

CIRCUIT STEWARDS

- Mrs Barbara Dalton
- Mr Dean James
- Mrs Ruth James
- Mr Alan Marshall

CIRCUIT TREASURER

- Mr Alan Partridge

CIRCUIT LAY WORKERS

- Family Worker: Miss Sarah Balsdon
- Lay Assistants: Mrs Angela Banfield, Mrs Vicki Penfound

CIRCUIT ADMINISTRATOR

- Miss Sandra Trenaman

INDEPENDENT EXAMINER

- Mr Barry Bufton, Shellyhams, South Tawton, Okehampton, EX20 2RG

BANKERS

- Central Finance Board of the Methodist Church
- Trustees for Methodist Church Purposes
- HSBC

PUBLIC BENEFIT

We confirm the trustees have had 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 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 (Superintendent Minister, Circuit Stewards, Circuit Treasurer & Administrator) along with the Circuit Meeting and the Local Preachers' Meeting.

TRUSTEE TRAINING

A range of guidance produced by the Methodist Connexion to support the effective running of the Circuit, specifically the leaflet, 'The Role of a Trustee in The Methodist Church' is available for all new Circuit Meeting members as induction to their role as trustees.

RELATED PARTIES

The Circuit is part of the Plymouth & Exeter District and is also accountable to the Methodist Conference.

The following are linked to the Circuit:

- | | |
|---------------------------------|---------------------------------|
| • Boasley Methodist Church | • Iddesleigh Methodist Church |
| • Bridestowe Methodist Church | • Madworthy Methodist Church |
| • Chilla Methodist Church | • Northlew Methodist Church |
| • Exbourne Methodist Church | • Petrockstowe Community Church |
| • Fairplace Church (Okehampton) | • Providence Methodist Church |
| • Hatherleigh Methodist Church | • Winkleigh Methodist Church |

RISK MANAGEMENT

All special activities and events organised on behalf of the circuit are risk assessed in advance.

Where appropriate, additional insurance cover is taken out against major risks which have been identified.

Income and Expenditure is monitored and is compared with the approved annual budget on a regular 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 establishing 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 West Devon Circuit commits itself to ensuring the implementation of Connexional Safeguarding Policy; government legislation, guidance and safe practice in the Circuit and in the Churches.

The West Devon 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.