



# Trustees' Annual Report for the period

Period start date		Period end date	
From	1 9 2020	To	31 8 2021

## Section A Reference and administration details

**Charity name** Lichfield Methodist Church

**Other names charity is known by**

**Registered charity number (if any)** 1134083

**Charity's principal address** Backcester Lane

Lichfield

Staffordshire

**Postcode**

**WS13 6JH**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Roger Baker	Minister (chair)		Ex-officio
2	Gill Woolf	Lay Worker		Ex-officio Church Council
3	Barbara Barker	Steward		General Church Meeting
4	Annette Phillips	Steward		General Church Meeting
5	Cathy Ackroyd	Steward		General Church Meeting
6	Tina Hayes	Steward		General Church Meeting
7	Jon Woolf	Steward Outreach & Mission Group Co-ordinator		General Church Meeting Church Council
8	David Parker	Steward  GCM Rep	August 2021	Stewards Team & Church Council General Church Meeting
9	Jean Oliphant	Treasurer		Church Council
10	Chris McDermott	CC Secretary		Church Council
11	Kesiamewe Lesolle (Pat Lobelo)	Pastoral Secretary		Church Council
12	Carole Hicks	Safeguarding		Church Council
13	Richard Coleman	F & P Committee		Church Council
14	Elaine Hooper	Circuit MHRA rep		Church Council
15	Mathew Bates	Finance & Property Committee		Church Council
16	Alison Statham	Pastoral Committee Coffee Shop		Church Council Church Council
17	John Yates	Tamworth House Treasurer		Church Council
18	Anne Westoby	Supt Trailblazers		Church Council

19	Susan Hambly	Worship Consultation		Church Council
20	Keith Watterson	Booking Secretary		General Church Meeting Church Council
21	Peter Walker	GCM Rep		General Church Meeting
22	Nigel Harding	GCM Rep		General Church Meeting
23	Paul McDermott	GCM Rep		General Church Meeting
24	Gill Silverwood	GCM Rep		General Church Meeting
25	Anthea Hockney	GCM Rep		General Church Meeting
26	Michael Newell	GCM Rep		General Church Meeting
27	Diana Pearson	GCM Rep Ecumenical Affairs		General Church Meeting General Church Meeting
28	David Shaw	GCM Rep		General Church Meeting
29	Anne Brown	GCM Rep		General Church Meeting
30	Jane Parker	GCM Rep		General Church Meeting

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year
The Trustees for Methodist Church Purposes (Custodian Trustee)	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. Trust deed, constitution)	Deed of Union (1932) Methodist Church Act (1976)
How the charity is constituted (eg. Trust, association, company)	Act of Parliament

Trustee selection methods  
(eg. Appointed by, elected by)

Appointed by Church Council / General Church Meeting / some ex-officio

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Training

- Range of guidance produced by Methodist Connexion available to all trustees on line
- Charity Commission Guidance CC3 'The Essential Trustee' given to each existing trustee (Dec 2015) and to be given as a matter of course to new trustees

#### Structure

- Part of Tamworth & Lichfield Circuit
- Accountable to the Methodist Conference

#### Risks

- Discussed by Church Council
- Take professional advice as required
- Adopted Safeguarding Policy

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

Set out in the Methodist Church Act 1976

The purposes of the Methodist Church are and shall be deemed to have been since the Date of Union the advancement of:

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 Church is part of a Circuit quarterly preaching plan to ensure regular acts of worship take place. These are open to all people, without charge.

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

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

#### **Additional details of objectives and activities (Optional information)**

Local Churches, Circuits and Districts are not defined as (external) grantmaking bodies

The main part of our church activities is undertaken by lay persons (volunteers)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

The church's activities were disrupted 2020-2021 due to the lockdowns & social distancing required by the Govt in association with the Covid 19 corona virus pandemic. Worship in the church building ceased, except for a short period of time in between lockdowns 2 & 3 - autumn 2020, as did all group activities and the use of the building by outside hirers.

The church re-opened to recommence the 10am 'Reflections' Sunday services from Sunday 2nd May 2021.

Use was made of various social media sites, the internet and platforms like Zoom to present virtual Acts of Worship, Sunday Youth Activities (Participate & Trailblazers), TLC – a new monthly presentation for younger children, Mens' Breakfast meeting, activities for Boys Brigade

The church's extensive pastoral system was particularly of benefit during the pandemic to keep in touch with people associated with the church but unfortunately the church's coffee shop (a means of outreach) had to close during the pandemic. Knitted Christmas angels were distributed to a number of residential homes during December in the 2020 Christmas period.

Members of the church through Churches Together in Lichfield continue to be involved in helping at a foodbank in the city

The Church Council on 8th February 2021 agreed to publicly recognise a Climate and Environmental Emergency and to commit the whole church to seek change. Members of the church community were asked to consider what they can do as individuals to make changes for the benefit of the environment. The full statement can be seen on the church website. An online Circuit Service was held on Sunday 9<sup>th</sup> May 2021, focussing on Climate Change. It was led by the LMC Church Eco Team and involved the younger people in the church and circuit.

**Section E****Financial review****Brief statement of the charity's policy on reserves**

Funds are retained to meet the annual assessment costs and premises costs along with employment costs.  
Organise regular fundraising events  
Finance Committee meets in the year and reports to Church Council

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Sources of Funds:-**

Weekly offerings, Tax Recoveries, Donations, Fundraising Events  
Rental income from property owned by the church

**Section F****Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Roger J. Baker</i>	<i>Anthea J. Hockney</i>
Full name(s)	Rev Roger Allan Baker	Mrs Anthea Joan Hockney
Position (eg Secretary, Chair, etc)	Chair	Authorised Trustee
Date	19/05/2022	

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

**Lichfield Methodist**

**Church**

FOR THE YEAR ENDED

31 August 2021

<b>Tamworth and Lichfield</b>	<b>Circuit</b>	<b>Circuit no</b>	<b>5/9</b>
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**Registered Charity - Charity Registration number**

1134083

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:

Revd Roger Baker

Church Stewards:

Barbara Barker

Annette Phillips

Cathy Ackroyd

Tina Hayes

Jon Woolf

Treasurer:

Jean Oliphant

SECTION A			Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
			£	£	£	£
a1	<b>RECEIPTS</b>	<b>Note</b>				
a2	Offerings and Tax recovered		97,906		<b>97,906</b>	106,571
a3	Bank and CFB interest and Investment income		47		<b>47</b>	398
a4	Lettings		36,012		<b>36,012</b>	47,803
a5	Other receipts		3,785		<b>3,785</b>	20,674
a6	<b>TOTAL RECEIPTS</b>		<b>137,750</b>		<b>137,750</b> (a7)	<b>175,446</b>

SECTION B						
b1	<b>PAYMENTS</b>					
b2	Circuit Assessment or Share		102,655		<b>102,655</b>	96,566
b3	Donations		1,461		<b>1,461</b>	3,067
b4	Repairs and Maintenance		32,326		<b>32,326</b>	16,359
b5	Utilities (Insurances, water charges, heating & lighting)		10,401		<b>10,401</b>	14,343
b6						
b7	Other payments		6,389		<b>6,389</b>	8,713
b8	<b>TOTAL PAYMENTS</b>		<b>153,232</b>		<b>153,232</b> (b9)	<b>139,048</b>

SECTION C						
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	<b>(a6-b8)</b>	(15,482)		<b>(15,482)</b>	36,398
c2	Total funds brought forward from last year		148,741		<b>148,741</b> (c6)	112,343
c3	<b>Sub total</b>	<b>(c1+c2)</b>	133,259		<b>133,259</b>	<b>148,741</b>
c4	Transfers and adjustments					(c7)
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	<b>(c3+c4)</b>	<b>133,259</b>		<b>133,259</b> (c8)	<b>148,741</b> (c6)

SECTION D						
<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b>						
d	<b>(these amounts are not to be included in total receipts/payments figures above)</b>				<b>£</b>	<b>£</b>
d1	Balance brought forward from last year				248	208
d2	Offerings/Gifts - received for external organisations					3,551
d3	Offerings/Gifts - passed to external organisations					3,511
d4	<b>BALANCE STILL TO BE PAID</b>	<b>(d1+d2-d3)</b>			<b>248</b>	<b>248</b>



**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	Boys Brigade	997	720	277		1,578	1,855
e2	Toddlers					60	60
e3	Catering	35	1,297	(1,262)		6,261	4,999
e4	Wesley Guild		300	(300)		306	6
e5	Methodist Women in Britain	825	1,395	(570)		1,320	750
e6	Youth Club		220	(220)		466	246
e7							
e8	Sub total of Internal Organisations funds	1,857	3,932	(2,075)		9,991 (e11)	7,916 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	137,750 (a7)	153,232 (b9)	(15,482)	(c7)	148,741 (c6)	133,259 (c8)
e10	<b>TOTAL CASH FUNDS HELD BY CHURCH</b>	<b>139,607</b>	<b>157,164</b>	<b>(17,557)</b>		<b>158,732 (x)</b>	<b>141,175 (y)</b>
	Continue on a separate sheet if necessary and bring the totals forward	<b>TOTAL RECEIPTS</b>	<b>TOTAL PAYMENTS</b>				

**SECTION F****STATEMENT OF ASSETS AND LIABILITIES****CHURCH - CASH FUNDS HELD at 31 August 2021**

		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand	42	42
f2	Bank Current Account	67,628	73,287
f3	Bank Deposit Account	38,731	18,238
f4	Central Finance Board	1,226	600
f5	Trustees for Methodist Church Purposes	41,114	41,092
f6	Other funds		
f7	<b>SUB TOTAL - Church accounts</b>	<b>148,741 (c6)</b>	<b>133,259 (c8)</b>
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	<b>9,991 (e11)</b>	<b>7,916 (e12)</b>
f9	<b>TOTAL CASH FUNDS HELD BY CHURCH</b>	<b>158,732 (x)</b>	<b>141,175 (y)</b>

**SECTION G****OTHER ASSETS and LIABILITIES**

	At 1 September 2020	At 31 August 2021
g1	Investments (include Endowments)	
g2	Land & Buildings (see notes re Insurance value)	4,624,086
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 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)

## 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 ..... Date 13 May 2022

Name and address of treasurer Mrs Jean Oliphant 29 Mary Slater Road, Lichfield, WS13 6FG

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2021 were presented to the meeting of the Church trustees held on 12 October 2021

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

Name of the Chair of the meeting Revd Roger Baker..... Date 16 May 2022

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

### Lichfield Methodist Church

Charity Number 1134083

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Lichfield methodist Church for the year ended 31 August 2021 set out on pages 2 to 3. 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.

### 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 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 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 J H Willis

Relevant professional qualification of independent examiner Chartered accountant

Name of firm (where appropriate) N/A

Address 134 Beacon Park Village, Lower Sandford Street, Lichfield WS13 6JZ

Date 13 May 2022

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## 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 ..... Date 13 May 2022

Name and address of treasurer Mrs Jean Oliphant 29 Mary Slater Road, Lichfield, WS13 6FG

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2021 were presented to the meeting of the Church trustees held on 12 October 2021

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

Name of the Chair of the meeting Revd Roger Baker..... Date 16 May 2022

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

### Lichfield Methodist Church

Charity Number 1134083

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Lichfield methodist Church for the year ended 31 August 2021 set out on pages 2 to 3. 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.

### Independent Examiner's Statement

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Signature of independent examiner .....

Name of independent examinern J H Willis

Relevant professional qualification of independent examiner Chartered accountant

Name of firm (where appropriate) N/A

Address 134 Beacon Park Village, Lower Sandford Street, Lichfield WS13 6JZ

Date 13 May 2022