

Charity registration number: **1134211**

## **Plymouth and Devonport Methodist Circuit**

Financial statements  
for the Year Ended 31 August 2021

**THE METHODIST CHURCH**  
**STANDARD FORM OF ACCOUNTS**  
**ACCRUALS BASIS**  
**for the Year Ended 31 August 2021**

**Plymouth and Devonport Methodist Circuit**

**Ministers**

Rev Andrew Chislett-McDonald (Superintendent)  
Rev Amanda Roper  
Rev Darren Middleton  
Rev Alistair Lowe  
Rev Brenton Prigge  
Pastor Janet Dobinson

**Circuit Stewards**

Mrs Margaret Barrett (Senior Circuit Steward)  
Mr Ian Marshall  
Mr Gary Carhart  
Mr Nigel Norris  
Pastor Janet Dobinson (resigned August 2021)

**Circuit Treasurer**

Mrs Saffie Edwards

# **Plymouth and Devonport Methodist Circuit**

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# **Plymouth and Devonport Methodist Circuit**

## **Trustees' Report**

The trustees have pleasure in presenting their report and the financial statements of the charity for the year ended 31 August 2021.

### **Reference and administrative Information**

#### **Legal status**

The official name of the charity is Plymouth and Devonport Methodist Circuit (registered charity number: 1134211). The Circuit is responsible to The Methodist Church. The registered address is:

The Methodist Church

Central Buildings

Oldham Street

Manchester M1 1JQ

Its governance is determined, like all Methodist Circuits, by the Methodist Church Act, and its procedures are those required by the Standing Orders of the Methodist Church as they appear in "Constitution, Practice and Discipline of the Methodist Church" (CPD).

### **The Trustees**

The Custodian Trustees are the Methodist Church. The Managing Trustees are the members appointed annually to the Circuit meeting as representatives of each local Church along with the officers elected at the Circuit meeting.

Mr K Angille

Mrs M Barrett

Mrs S Beattie

Mr D Bithell

Miss S Bolt

Mr J Buttle

Mr G Carhart

Mr J Clarke

Mr M Cooke

Mrs M Dennis

Mr R R Duckering (appointed 16/04/2020)

Mr S Edward

Mrs S Eke (resigned 24/03/2021)

Mr R Faulkner (resigned 26/03/2021)

Mrs S Hadley

Mr C Heard

Mrs S Hrydziuska (appointed 31/10/2020)

Rev M Lawrence (resigned 30/08/2020)

Mr P Lemin (resigned 30/08/2022)

Mrs V Marriott (resigned 30/08/2022)

Mr I Marshall (appointed 24/03/2021)

Mrs A Middleton (appointed 01/11/2020)

Miss A Bailey (resigned 24/03/2021)

Mr E Bartlett (appointed 01/11/2020)

Mrs M Behan (resigned 30/08/2021)

Mrs M Blatchford

Mrs J Brown

Mrs J Buttle

Rev A Chislett McDonald (appointed 01/09/2020)

Mrs E Coleman (appointed 24/03/2021)

Mr G Craddock

Mrs J Dobinson

Mrs B Dunton

Mrs S Edwards (appointed 15/06/2021)

Mr D Elliott

Mrs J Gaskin (resigned 13/01/2022)

Mrs H Hambly (resigned 30/08/2022)

Mrs J Honeyset (resigned 26/03/2021)

Mr K Launder

Mrs J Lea

Rev A Lowe (appointed 01/08/2021)

Mr R Marriott

Rev D Middleton

Mr T Milam (appointed 24/03/2021)

## Plymouth and Devonport Methodist Circuit

### Trustees' Report

Rev J Mills (appointed 01/08/2021)  
Mrs C Mitchell  
Mr D Norris (appointed 01/09/2020)  
Miss E Parker  
Mrs D Patterson  
Mrs S Pratt (resigned 23/06/2022)  
Mrs J Quant (resigned 06/10/2020)  
Mr V Roche (resigned 10/10/2021)  
Rev A Roper (appointed 01/08/2021)  
Mrs L Sewell (resigned 29/04/2021)  
Mrs K Shears  
Ms R Simpson (appointed 01/01/2021)  
Mr M Sowden  
Mrs S Westwell  
Mrs M Williams  
Mrs A Wilson  
Mrs E Young (appointed 15/06/2021)

Mrs P Missen  
Mrs C Niazi Ghadim (appointed 03/03/2021)  
Mr P O'Connell  
Mrs P Parnell  
Revd C Phipps  
Rev B Prigge (appointed 01/09/2020)  
Mr M Rix  
Mrs L Rogers (resigned 27/05/2021)  
Mr D Rowe  
Mrs C Sharman (resigned 29/04/2021)  
Mr B Shears (resigned 30/08/2022)  
Mrs D Smart  
Mr D Warn (resigned 10 Aug 2020)  
Miss T White  
Mrs K Wills (resigned 30/08/22)  
Revd D Youngs

**Trustees' Report**

**Advisors**

Advisors to the charity are as follows:-

**BANKERS:**

Lloyds Bank Plc  
Raleigh Street  
Derry Cross  
Plymouth

**SOLICITORS:**

Mr Neil Major  
Foot Anstey  
4 North East Quay  
Sutton Harbour  
Plymouth  
PL4 0BN

**ACCOUNTANTS:**

Houndiscombe Consultants Limited t/a Condy Mathias Chartered Accountants  
6 Houndiscombe Road  
Plymouth  
PL4 6HH

**Aims and organisation**

**Objectives of the charity**

The overall objectives of the Methodist Church are to:

- Increase awareness of God's presence and celebrate God's love.
- Help people to grow and learn as Christians.
- Be a good neighbour to people in need and challenge injustice.
- Attract more followers of Jesus Christ.

The more specific objective and the principal activity of the Circuit is to act as an administrator to collect funds from the 17 local churches covered by the Circuit and meet the financial obligations relating to the Ministers engaged within it.

The charity also holds and maintains manse properties for the use of the Ministers within the Circuit and provides financial support to the Methodist Churches within the Circuit as the requirement arises.

## **Plymouth and Devonport Methodist Circuit**

### **Trustees' Report**

#### **Public Benefit**

The trustees confirm that they have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission relating to public benefit.

#### **Structure, governance and management**

The management of the charity and the governance of its assets are devolved from the Central Methodist Church to the Managing Trustees of the charity.

The governing document of the Charity is the Constitutional Practice and Discipline of the Methodist Church. The managing trustees are members of the Circuit Meeting and are appointed annually. Circuit Meetings are held at least three times per year and the Stewards meet approximately every two months.

#### **Risk management**

Under the terms of the risk management policy adopted by the charity, the strategic, operational and financial risks to which the charity is exposed are evaluated on a continuing basis and appropriate systems put into place to mitigate any major risks identified. The Trustees are satisfied that the policy of continual monitoring of potential risks to which the charity is exposed is sufficient to identify those risks on a timely basis and to ensure that the appropriate action may be taken so as to minimise the perceived risk to an acceptable level.

#### **Review of the year**

##### **Review of the activities of the charity**

Expenditure from our Model Trust Fund (8778) (MTF) has been used to support mission projects including Families Workers at Woodford, Ridgeway and Pennycross; support maintenance and refurbishment of our seven manses and other circuit property. All expenditure has been approved by the Plymouth and Exeter District and the Trustees for Methodist Church Purposes as required. We have a Performing Arts Mission Enabler was appointed in January 2020, and the funding of this has continued during the 2020/21 accounts year.

There are 6 full time ministers appointed to the Circuit. This increased from 5 as at August 2020. We also have a strong Lay Leadership and Supernumerary Team

We continue to keep a tight control of expenditure but it is to be recognised that with reducing membership there will be continuing difficulty in meeting our expenditure needs.

The Trustees are continuing to look at strategies to maximise use of available funds by, if necessary, changing structures within the Circuit. Conversations about circuit boundaries, staffing and District matters are continuing. In the short term we will continue to use reserves and use funds in our MTF account if required. This will ensure that we have sufficient reserves for unforeseen expenditure and to maintain our focus on mission and kingdom building.

## Financial Review

### Income trends

Circuit income is primarily derived from the assessment paid by the circuit churches.

The rental income in 2020 relates to the rental of one manse, namely 170 Fort Austin Avenue. This manse was sold during the year ended 31 August 2021, and no rental income was received in that year.

Other income is primarily made up of gain on the sale of three manse's, which were sold for a combined net gain of £67,630 (2020: nil).

During the year, the charity received a total of £443,643 (2020: £905,796) of incoming resources.

### Expenditure trends

14.5% (2020: 13.9%) of expenditure is the Circuit contribution to the District and Connexion, of which a significant part is used to fund the work of the wider Methodist Church.

The other expenditure includes the maintenance of circuit manses and other properties.

Resources expended during the year amounted to £550,037 (2020: £581,112) leaving a deficit before unrealised gain/loss on investments of £106,394 (2020: surplus of £324,684). Unrealised gains on investments of £8,183 (2020: losses £730) were made during the year, resulting in a total decrease in reserves of £98,211 (2020: increase of £323,954).

### Reserves

Total funds held by the charity at 31 August 2021 amounted to £3,072,963 (2020: £3,171,174). Included within the total funds are £2,243,367 (2020: £2,386,880) restricted funds, of which £2,229,551 (2020: £2,378,237) relates to the manses, which are reflected in the accounts at £2,229,551 (2020: £1,671,903) in fixed assets and nil (2020: £706,334) in current asset investments. Endowment funds total £1,700 (2020: £1,700) at the year end, unrestricted designated funds total £99,398 (2020: £132,460), unrestricted Circuit Model Trust Fund (CMTF) total £500,608 (2020: £350,585), unrestricted other Model Trust Bequest Funds total £58,948 (2020: £89,309) and unrestricted general funds total £168,942 (2020: £210,240) at the year end, which is circa the charity's reserve policy of six months.

As at 31 August 2021 the net current assets of the Circuit were £803,629 (2020: £1,465,384).

### Grant-making policy

The Circuit Grant Funding Panel will only consider one application per connexional year per church. Total grants shall not exceed 25% of the balance of the Model Trust Money (MTM) fund at the beginning of the connexional year. The application needs to be supported by reference to the Mission statement and policy of the church together with the churches 5 year plan making the application and MUST be clearly related to its missionary task.



## **Plymouth and Devonport Methodist Circuit**

### **Trustees' Report**

The Circuit Grant Funding Panel shall regularly have oversight of grants made and schemes/projects supported. Their findings shall be reported to the Circuit meeting.

The Circuit Grant Funding Panel shall make recommendations to the Circuit Meeting regarding schemes/projects submitted to it; however, it is for the Circuit Meeting to finally approve Circuit Model Trust monies for schemes/projects as this is part of their remit as managing trustees.

It should be noted however, that the sum available for grant funding from the MTM, is subject to a first charge by the Circuit to meet its obligations.

#### **Investment policy**

In accordance with the charity's governing document, the Trustees have the power to invest funds in any investments that they see fit. The policy is to adopt a low risk strategy whilst maximising returns. In view of the current economic climate the trustees are satisfied with the performance of the investments held and that the policy adopted remains adequate and appropriate.

All investments on behalf of the Circuit are handled by the Trustees for Methodist Church Purposes, Central Buildings, Oldham Street, Manchester who act within the powers given to them by CPD, other than the property investments.

During the year these investments paid out dividends/interest to Plymouth and Devonport Methodist Circuit totalling £3,314 (2020: £7,731) but increased in value to £609,686 (2020: £484,497). The investments are recorded on the Balance Sheet as fixed and current assets. Also included within current asset investments in 2020 were three manses, recorded at cost of £706,334 these were all sold during the year and hence there are no property investments in current assets for 2021.

#### **Reserves policy**

It is the policy of the trustees to maintain unrestricted funds, which are free reserves, at a sufficient level to secure the continued provision of normal charitable activities for a period of approximately six months. The trustees will also look to set aside as designated funds such amounts as are appropriate to provide for all future charitable and strategic requirements.

#### **Plans for future periods**

The Trustees do not expect any changes to the charity's objectives and charitable activities in the forthcoming year, their aim will be to continue to provide an essential and valued service in the community.

Trustees' Report

**Trustees' responsibilities**

The charity Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and regulations.

Charity law requires the charity Trustees to prepare financial statements for each financial year. Under the law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Basis of preparation and legal framework**

The Charity's annual report and accounts for the year ended 31 August 2021 have been prepared in accordance with the Charities Act 2011 and the Charities: Statement of Recommended Practice 2019 as applicable to the Financial Reporting Standard (FRS 102) 2019.

Approved by the Trustees on .....17/11/22..... and signed on their behalf by:



Mrs M Barrett

Trustee

**Plymouth and Devonport Methodist Circuit**

**Statement of Financial Activities (SOFA)  
for the Year Ended 31 August 2021**

		Unrestricted Funds		Restricted Funds	Endowment Funds	Total 2021	Total 2020
	Note	General £	CMTF £	£	£	£	£
<b>Income and Endowments from:</b>							
Donations and legacies	2	337	-	3,858	-	4,195	496,967
Charitable activities							
Assessments or share	3	367,878	-	-	-	367,878	376,794
Other trading activities							
Lettings	4	-	-	-	-	-	3,250
Investments	5	869	2,338	101	6	3,314	7,731
Other	6	626	67,630	-	-	68,256	21,054
<b>Total</b>		<b>369,710</b>	<b>69,968</b>	<b>3,959</b>	<b>6</b>	<b>443,643</b>	<b>905,796</b>
<b>Expenditure</b>							
Stipends, salaries, NIC & Pension costs	8	271,091	-	-	-	271,091	284,497
TMCP Levy		-	17,543	-	-	17,543	35,758
Methodist Church Fund, including District							
Assessment		79,592		-	-	79,592	80,933
Telephone & travel		3,883		-	-	3,883	5,305
Insurance, utilities, etc.		21,003		-	-	21,003	28,118
Maintenance of circuit manses		33,398		-	-	33,398	46,861
Maintenance of other Circuit property (Halcyon & Colebrook)		14,808	-	-	-	14,808	5,560
Other Expenditure	9	32,352	701	26	3	33,082	33,239
Grants and donations	10	30,746	44,786	105	-	75,637	60,841
<b>Total</b>		<b>486,873</b>	<b>63,030</b>	<b>131</b>	<b>3</b>	<b>550,037</b>	<b>581,112</b>
<b>Net (expenditure)/income before gains and losses on investments</b>		<b>(117,163)</b>	<b>6,938</b>	<b>3,828</b>	<b>3</b>	<b>(106,394)</b>	<b>324,684</b>
Net gains/(losses) on investments		2,070	5,405	708	-	8,183	(730)
<b>Net income/(expenditure) for the year</b>		<b>(115,093)</b>	<b>12,343</b>	<b>4,536</b>	<b>3</b>	<b>(98,211)</b>	<b>323,954</b>
Transfers between funds		10,372	137,680	(148,049)	(3)	-	-
<b>Net movement in funds</b>		<b>(104,721)</b>	<b>150,023</b>	<b>(143,513)</b>	<b>-</b>	<b>(98,211)</b>	<b>323,954</b>
<b>Reconciliation of funds:</b>	19						
Total funds brought forward		432,009	350,585	2,386,880	1,700	3,171,174	2,847,220
<b>Total funds carried forward</b>		<b>327,288</b>	<b>500,608</b>	<b>2,243,367</b>	<b>1,700</b>	<b>3,072,963</b>	<b>3,171,174</b>

# Plymouth and Devonport Methodist Circuit

## Balance Sheet

as at 31 August 2021

	Notes	Unrestricted Funds £	Circuit Model Trust Fund (Unrestricted) £	Designated (Unrestricted) £	Restricted Funds £	Endowment Funds £	Totals this year £	Totals last year £
<b>Fixed Assets</b>								
Tangible fixed assets	11	-	-	-	2,229,550	-	2,229,550	1,671,903
Investments with TMCP	12	3,233	34,851	-	-	1,700	39,784	33,887
<b>Total fixed assets</b>		<b>3,233</b>	<b>34,851</b>	<b>-</b>	<b>2,229,550</b>	<b>1,700</b>	<b>2,269,334</b>	<b>1,705,790</b>
<b>Current Assets</b>								
Debtors	13	12,996	-	-	-	-	12,996	12,656
Property investments	14	-	-	-	-	-	-	706,334
Investments with TMCP	14	69,290	465,757	21,038	13,817	-	569,902	450,610
Central Finance Board Deposits	15	133,662	-	78,360	-	-	212,022	177,305
Cash at Bank and in hand	15	86,435	-	-	-	-	86,435	188,119
<b>Total current assets</b>		<b>302,383</b>	<b>465,757</b>	<b>99,398</b>	<b>13,817</b>	<b>-</b>	<b>881,355</b>	<b>1,535,024</b>
<b>Current liabilities</b>								
Creditors (due in under 1 year)	16	77,726	-	-	-	-	77,726	69,640
<b>Total current liabilities</b>		<b>77,726</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>77,726</b>	<b>69,640</b>
<b>Net current assets</b>		<b>224,657</b>	<b>465,757</b>	<b>99,398</b>	<b>13,817</b>	<b>-</b>	<b>803,629</b>	<b>1,465,384</b>
<b>Net assets</b>		<b>227,890</b>	<b>500,608</b>	<b>99,398</b>	<b>2,243,367</b>	<b>1,700</b>	<b>3,072,963</b>	<b>3,171,174</b>
<b>Funds of the Circuit</b>								
General Fund (Unrestricted)	19	227,890	-	-	-	-	227,890	299,549
Circuit Model Trust Fund (Unrestricted)	19	-	500,608	-	-	-	500,608	350,585
Designated Funds (Unrestricted)	19	-	-	99,398	-	-	99,398	132,460
<b>Total Unrestricted Funds</b>							<b>827,896</b>	<b>782,594</b>
Restricted Funds	19	-	-	-	2,243,367	-	2,243,367	2,386,880
Endowment Funds	19	-	-	-	-	1,700	1,700	1,700
<b>Total Funds</b>		<b>227,890</b>	<b>500,608</b>	<b>99,398</b>	<b>2,243,367</b>	<b>1,700</b>	<b>3,072,963</b>	<b>3,171,174</b>

The financial statements were approved by the Board on 17/11/21 and signed on its behalf by:

M. M. Barrett

Mrs M Barrett

Trustee

**Plymouth and Devonport Methodist Circuit**

**Cash Flow Statement  
for the Year Ended 31 August 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Net cash used in operating activities (see below)</b>	<u>(171,529)</u>	<u>(162,449)</u>
<b>Cash flows from investing activities:</b>		
(Purchase)/Sale of investments	(115,434)	232,407
Purchase of fixed assets	(557,649)	(103,064)
Proceeds from sale of property (net of levy and other costs)	774,640	-
Dividends, interest and rents from investments	3,005	5,918
<b>Net cash provided by investing activities</b>	<u>104,562</u>	<u>135,261</u>
<b>Change in cash and cash equivalents in the reporting period</b>	(66,967)	(27,188)
Cash and cash equivalents at the beginning of the reporting period	365,424	392,612
Cash and cash equivalents at the end of the reporting period	<u>298,457</u>	<u>365,424</u>

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Reconciliation of cash flows from operating activities:</b>		
<b>Net (expenditure)/income for the reporting period</b>	(98,211)	323,954
Adjustments for:		
(Gains)/Losses on investments	(8,183)	730
Donated assets	(3,858)	(485,000)
Fund income	2,287	(161)
Profit on the sale of fixed assets	(67,630)	-
Capital expenditure	(675)	-
Dividends, interest and rents from investments	(3,005)	(5,918)
(Increase)/Decrease in debtors	(340)	5,362
Increase/(Decrease) in creditors	8,086	(1,416)
<b>Net cash (used in)/provided by operating activities</b>	<u>(171,529)</u>	<u>(162,449)</u>

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Analysis of cash and cash equivalents</b>		
Cash in hand	-	4
Current accounts	298,457	365,420
Notice deposits (less than 3 months)	-	-
<b>Total cash and cash equivalents</b>	<u>298,457</u>	<u>365,424</u>

**Analysis of net changes in debt**

	<b>At the start of the year</b>	<b>Cash flows</b>	<b>Fair value adjustments</b>	<b>At the end of the year</b>
Cash	188,119	(101,684)	-	86,435
Cash equivalents	177,305	26,534	8,183	212,022
Borrowings	-	-	-	-
<b>Total</b>	<u>365,424</u>	<u>(75,150)</u>	<u>8,183</u>	<u>298,457</u>

**Notes to the Financial Statements  
for the Year Ended 31 August 2021**

**1 Accounting framework and accounting policies**

**Accounting framework**

The financial statements have been prepared in accordance with *Accounting and Reporting by Charities: Statement of Recommended Practice (SORP)* applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) (effective from 1 January 2019) – (the Charities SORP (FRS 102)).

**Funds**

The funds held constitute: General Funds held for any purpose of the Circuit which are Unrestricted. Some of these funds have been internally allocated for a specific purpose, which makes them Unrestricted Designated. The Circuit Model Trust Fund can be used for a variety of purposes and is categorised as unrestricted. Restricted funds which are held for a narrower purpose. There is also an Endowment fund which the Circuit is entitled to receive the interest earned on this account. Details of each material fund are disclosed in notes 17 and 18 to these accounts. Any funds may be represented by more than just cash.

**Public benefit entity**

Plymouth and Devonport Methodist Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s) that follow.

**Basis**

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year. The accruals basis has been used and trustees present accounts that show a true and fair view of the Circuit's financial position and activities.

**Content**

The financial information presented is relevant, reliable, comparable and complete. Where estimates are used these are based on experience, research and judgement. The accounts are expressed in £Sterling, rounded to the nearest pound.

**Going concern**

Based on the monetary assets and human resources available at 31 August 2021, the trustees believe that the Circuit is a going concern.

**Income recognition**

Income is included in the Statement of Financial Activities (SOFA) when the Circuit becomes entitled to the resources, and the trustees are reasonably certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

In accordance with the Charities SORP (FRS 102), the time of volunteers is not recognised.

**Expenditure**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

**Grants**

Grants made by the Circuit from its own funds are recognised in full at the time of agreement or when the Circuit accepts that there is a legal or operational obligation to make the payment.

**VAT**

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

**Notes to the Financial Statements  
for the Year Ended 31 August 2021**

..... continued

**Tangible fixed assets for use by the Circuit**

These are capitalised if they can be used for more than one year, and individually cost at least £1,000.

The freehold properties are shown in the accounts at cost. No depreciation is provided on the buildings because the trustees consider the current residual fair value of the manse buildings (on the assumption that they have reached the end of their useful economic lives by the year-end) to be not less than their current value. The properties have been reviewed for impairment.

**Investments**

Investment properties are initially recognised at cost which includes purchase cost and any directly attributable expenditure. These relates to manses which are due to be sold within the next year.

Other investments of Plymouth and Devonport Methodist Circuit are held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees. The investments are stated in the balance sheet at market value at the year end (provided by TMCP). Investment income is included in the accounts when receivable and any gains or losses on revaluation at the year end are shown in the SOFA.

**Debtors and prepayments**

Debtors are stated at the amounts owed to the Circuit or prepaid.

**Bank and Cash**

The liquid funds representing bank current and deposit account are shown at their realisable values.

**Creditors**

Creditors are initially recognised at settlement amount after any trade discounts, where normal credit terms apply, or amount advanced to the Circuit. Subsequently creditors that are current liabilities are measured at the cash or other consideration expected to be paid.

**Ministers' manse costs**

The Circuit is required to provide accommodation for each minister in the Circuit and their families and this is seen as a benefit to the Circuit. Ministers are expected to occupy the manse provided for them. The Circuit bears the costs of repairs, maintenance, buildings insurance, telephone charges, Council Tax and water charges. These figures are not separately disclosed as benefits-in-kind for ministers as HMRC (Her Majesty's Revenue and Customs) do not seek to tax these receipts in the hands of ministers.

**2 Donations and legacies**

	2021 £	2020 £
Donations (unrestricted funds)	337	11,967
Donation of Oreston Manse and Church (restricted funds)	-	485,000
Donation of Oreston Fund (restricted funds)	3,858	-
	<b>4,195</b>	<b>496,967</b>

**Notes to the Financial Statements  
for the Year Ended 31 August 2021**

..... continued

**3 Charitable activities**

Charitable activities consists of Circuit assessment income. These income streams are unrestricted funds.

The Circuit is made up of the following Churches:

Bittaford	Ivybridge	Ridgeway	Woodford
Compton	Millbrook	Roborough	Yealmpton
Cornerstone	Mount Gould	Sherwell	
Crownhill	Pennycross	St Budeaux	
Elburton	Pomphlett	Stoke	

The level of assessments is calculated on an annual basis.

Deferred circuit assessments are included within other creditors and relate to the first instalments of the 2021/2022 annual assessment. These amounts are deferred in order to include the income in the correct period.

**4 Other trading activities**

Other trading income is treated as unrestricted funds, unless otherwise stated. It previously included rental income from 170 Fort Austin Avenue (a manse included within the Circuit's current asset investments) before the sale of the property which took place during 2020/21.

**5 Investment income**

	2021 £	2020 £
Dividends and interest on investments (restricted funds)	101	69
Dividends and interest on investments (unrestricted CMTF funds)	2,338	4,644
Dividends and interest on investments (unrestricted designated funds)	74	193
Dividends and interest on investments (unrestricted funds)	486	997
Dividends and interest on investments (endowment funds)	6	15
Central Finance Board (unrestricted funds)	309	1,813
	<u><b>3,314</b></u>	<u><b>7,731</b></u>

**6 Other income**

Other income is treated as unrestricted funds, unless otherwise stated. It includes income representing funerals and burials, sale of communion wine, circuit plans and other sundry receipts.

**7 Trustees' remuneration and expenses**

All of the Ministers, the Finance Officer and The Properties and Facilities Officer are members of the Circuit meeting and are accordingly Managing Trustees of the charity, therefore all remuneration disclosed in Note 8 has been paid to Trustees of the charity.

The Circuit is Managing Trustee for 7 manses (2020: 9), 7 of which are occupied (2020: 6) by ministers stationed in the Circuit and none (2020 : 1) are let on an Assured Shorthold Tenancy . The Circuit is responsible for the payment of Council tax and household utilities. It is also responsible for maintenance costs on all these properties. In the year the manses costs totalled £54,477 (2020: £74,833).

	2021	2020
Number of trustees who were paid expenses	8	8
Expenses payments primarily relate to reimbursement for travel/courses.	88	67
Reimbursement for items purchased on behalf of the Circuit.	-	1,434
Removal costs	-	-
<b>Total amount paid (£)</b>	<u><b>88</b></u>	<u><b>1,501</b></u>



**Notes to the Financial Statements  
for the Year Ended 31 August 2021**

..... continued

**8 Salaries and associated costs**

Gross salaries paid to employees were as follows:

	2021	2020
	£	£
Gross pay	215,095	217,207
Employer's National Insurance contributions	14,053	15,080
Employer's pension contributions to defined benefit schemes	30,474	36,092
Employer's pension contributions to defined contribution schemes	0	2,554
<b>Total payroll costs</b>	<b>259,622</b>	<b>270,933</b>
Other expenses paid	11,469	13,564
<b>Total staff costs (unrestricted funds)</b>	<b>271,091</b>	<b>284,497</b>

No employees received employee benefits that totalled more than £60,000. There is no accrual for holiday pay as it is immaterial; the holiday year ends on 31 August. All staff are paid at or above the living wage.

**Particulars of employees:**

The average number of staff employed by the charity during the year amounted to:

	2021	2020
	No.	No.
Number of staff	9	10

**Pensions**

Most ordained presbyters and deacons are members of the Methodist Ministers' Pension Scheme (MMPS). This is a defined benefit scheme. The Supreme Court held in 2014 that Methodist ministers (which term includes presbyters and deacons) are not employees of the Church. For simplicity, however, when dealing with National Insurance Contributions and pension contributions, the terms 'employer' and 'employee' are used as they would be in an employing body.

The Connexion accounts for both the MMPS and Pension and Assurance Scheme for Lay Employees of the Methodist Church (PASLEMC) pension schemes and shows the figures in the annual Methodist Church in Great Britain accounts. The MMPS is in deficit but a plan for removal of the deficit has been proposed and is being implemented. Details of the deficits on these schemes can be found in the Annual Report and Accounts of The Methodist Church at [www.methodist.org.uk](http://www.methodist.org.uk).

On the other hand lay employees are contractually employees and have joined The Pensions Trust. This is a defined benefit scheme and the employing Churches and Circuits contribute as employers to this scheme.

The circuit operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the circuit pays fixed contributions into a separate entity. Once the contributions have been paid the circuit has no further payment obligations. The contributions are recognised as an expense when they are due. Amounts not paid are shown in accruals in the Balance Sheet. The assets of the plan are held separately from the circuit in independently administered funds.

Notes to the Financial Statements  
for the Year Ended 31 August 2021

..... continued

**9 Other outgoings**

All costs are made from unrestricted funds except those noted below.

	2021 £	2020 £
Graveyard costs	1,850	2,179
Removal costs	7,638	5,357
Quinquennials	1,692	846
Administration expenses		1,023
Accountancy fees	5,188	3,410
Independent examination fees	1,750	1,590
Circuit centre cleaning costs	-	2,106
Other Sundry costs	3,994	4,058
Fund Management charges:		
(unrestricted funds)	202	201
(unrestricted CMTF funds)	702	1,187
(unrestricted designated funds)	45	45
(restricted funds)	25	21
(endowment funds)	3	3
Publications	1,746	61
Alarms	51	442
Circuit plans	630	420
Professional fees	6,702	9,923
Communion wine	-	330
Stewards/local preachers costs	864	37
<b>Total</b>	<b>33,082</b>	<b>33,239</b>

**10 Grants and donations**

	2021 £	2020 £
Families/Youth Workers (unrestricted CMTF funds)	20,000	20,000
Pennycross Mission enabler (unrestricted CMTF funds)	5,379	5,379
Compton Roof replacement	-	24,000
The Elder Tree roof repair	-	5,000
Mount Gould Fire escape	-	3,526
Compton contribution to wall	12,000	-
Bittaford roof replacement and insulation	4,195	-
Ridgeway re new boiler	3,212	-
Digital grants	30,746	-
Other small grants:		
(unrestricted funds)	-	1,586
(restricted funds)	105	1,350
<b>Total</b>	<b>75,637</b>	<b>60,841</b>

**11 Manses and other property**

	Manses £	Total £
<b>Cost or valuation</b>		
As at 1 September 2020	1,671,903	1,671,903
Additions in the year	557,647	557,647
Reclassified from current asset investment	-	-
Reclassified as current asset investment	-	-
At 31 August 2021	<b>2,229,550</b>	<b>2,229,550</b>

The value of the manses are believed to be considerably greater than their historical cost or notional cost in 1998 as shown in the accounts. There is no depreciation on the manses as the impairment review at the end of the year confirmed that the current residual market value of the buildings was greater than the carrying value of that part of the assets cost to date.

Notes to the Financial Statements  
for the Year Ended 31 August 2021

..... continued

**12 Investments held as fixed assets**

Other  
investments

£

**Market value**

As at 1 September 2020

33,887

Revaluation

5,897

At 31 August 2021

39,784

**Net book value**

At 31 August 2021

39,784

At 31 August 2020

33,887

**13 Debtors and prepayments**

Debtors were made up as follows:

2021

£

2020

£

Prepayments and accrued income

12,796

12,656

Other debtors

200

-

**Total**

**12,996**

**12,656**

**14 Investments**

Property investments are the Manses that are expected to be disposed of within the next accounting period. The profit on disposal of any sale is recognised in the Statement of Financial Activities, included within Other Income.

**Trustees for Methodist Church Purposes**

The funds that support the Circuit Model Trust Fund and various other funds are held by TMCP in Trustees Interest Funds on which interest is credited to the accounts each month. These are regarded as medium and long term investments.

TMCP is the legal owner and Custodian Trustee of all Methodist Model Trust property, including Legacies, Endowments and Accumulated Funds. Trust property is held for and on behalf of local Managing Trustees who are responsible for the day to day management of trust property. TMCP ensure that, through providing guidance and acting under their direction, the Managing Trustees comply with charity law and Methodist law and policy as determined by the Methodist Conference.

**15 Central Finance Board (CFB) and Cash at Bank**

The Circuit has a current account at Lloyds Bank, an authorised institution. The sums held on this account are immediately available. In addition the Circuit has a deposit account at CFB, a common deposit fund. Interest is earned on this account and credited monthly; the sums deposited can be withdrawn without notice and without loss of interest. These sums are viewed as being liquid.

Notes to the Financial Statements  
for the Year Ended 31 August 2021

..... continued

**16 Creditors: Amounts falling due within one year**

	2021	2020
	£	£
Deferred income	44,381	56,819
Other Creditors	27,165	9,031
Accruals	6,180	3,790
<b>Total</b>	<b>77,726</b>	<b>69,640</b>

It is expected that all accruals and other creditors as at 31 August 2021 will be paid during the year to 31 August 2022.

Deferred income relates to assessments which are paid in advance.

	2021	2020
	£	£
Deferred income brought forward	56,819	54,772
Assessment income received in the year	355,440	378,841
Deferred income carried forward	(44,381)	(56,819)
Assessment income recognised in the year	367,878	376,794

**17 Unrestricted Funds**

**General Fund**

The purpose of the fund is for use at the discretion of the trustees in the furtherance of the general objectives of the Circuit and which have not been designated for other purposes.

Various

This fund is made up of multiple model trust bequests.

R Hill

This fund is a local model trust bequest.

All model trust accounts require the approval of Circuit prior to any expenditure.

**Designated Funds**

These funds have been designated by the Circuit, to be utilised for the following purposes:

Miss F L Moore

This is a local model trust. The fund is designated for benevolent purposes.

Laira Zion Utd

This is a local model trust, in respect of proceeds of sale. This fund is designated to support members training costs.

Performing Arts Mission Enabler (PAME)

The gains received from the sale of Colebrook have been designated to cover the costs of employing a PAME, and to cover the additional costs incurred to run this service.

**Notes to the Financial Statements  
for the Year Ended 31 August 2021**

..... continued

**18 Restricted Funds**

Restricted funds are those received and held to cover specific expenditure. The restrictions are as follows:

B Skelley

This fund was set up to cover the maintenance cost of the graveyard at Venton.

Superintendents (Sup'ts) Discretionary Fund

This fund was set up to cover grants and donations made in respect of the superintendents discretionary payments.

Training Fund

This fund is used to support the Circuit members to attend courses.

Youth and Children

This fund was received from a closed youth choir with the instruction that it was to be used for Youth and Children's work in the Plymouth and Devonport Methodist Circuit.

Manse

This fund relates to the acquisition of manse properties, which are held within Fixed Assets and Current Asset Investments.

**19 Analysis of funds**

	Balance as at 01-Sep-20	Incoming Resources	Outgoing Resources	Gains/ (Losses) on Investments	Transfers	Balance as at 31-Aug-21
<b>Restricted Funds</b>						
B Skelley	297	1	(1)	-	-	297
Sup'ts Discretionary Fund	2,014	6	(4)	-	(500)	1,516
Training Fund	5,290	19	(115)	-	1,200	6,394
Youth & Children	1,042	4	(2)	-	-	1,044
Oreston - Royle Trust	-	3,929	(8)	708	(63)	4,566
Manse	2,378,237	-	-	-	(148,687)	2,229,550
	2,386,880	3,959	(130)	708	(148,050)	2,243,367
<b>Endowment Funds</b>						
Mrs Lakin - Legacy	1,700	6	(3)		(3)	1,700
<b>Unrestricted Funds</b>						
<b>Designated Funds</b>						
Laird Zion Utd	10,251	35	(20)	-	-	10,266
Miss F L Moore	12,273	39	(25)	-	(1,515)	10,772
PAME	109,936	210	(31,786)	-	-	78,360
	132,460	284	(31,831)	-	(1,515)	99,398
General Fund	198,503	368,940	(424,095)	-	12,018	155,366
Circuit Model Trust Fund	350,585	69,968	(63,030)	5,405	137,680	500,608
Oreston funds	11,862	169	(24)	1,568		13,575
Various	70,231	254	(30,886)	502	(108)	39,993
R Hill	18,953	63	(38)	-	(22)	18,956
	650,134	439,394	(518,073)	7,475	149,568	728,498
<b>Total Funds</b>	<b>3,171,174</b>	<b>443,643</b>	<b>(550,037)</b>	<b>8,183</b>	<b>-</b>	<b>3,072,963</b>

**Notes to the Financial Statements  
for the Year Ended 31 August 2021**

..... continued

**20 Transfers between funds**

The unrestricted CMTF fund is available for property projects, ministry and mission grants and other purposes as detailed under Standing Order 917.

**21 Volunteer contributions**

Every entity (Connexion, District, Circuit, Church) within the Methodist Church in GB is heavily reliant on volunteers who contribute their skills, time and money in the furtherance of the work of the Church. We are grateful to all of them for their help and commitment.

**22 Grant commitments**

The Circuit intends to make the following grants, which have not been recognised as a liability or provision.

The following grants were awarded following the completion of the appropriate paperwork and the commitments will be met by the CMTF which has a sufficient balance in it to cover them:

Pennycross Families worker - six year grant commenced on 1 December 2017. £5,379 payable in September of each year.

Performing Arts Mission Enabler - three year grant commenced on January 2020. £103,864 payable over the 3 years, in January each year

**23 Capital commitments and contingent liabilities**

There were no capital commitments or contingent liabilities at the year end (2020 : £nil).

**24 Related party transactions**

During the year a loan of £600 was paid to a minister. This loan is interest free and the balance outstanding at the year end is £200.

### Declarations and Scrutiny

I confirm that these accruals-based accounts for the year to 31 August 2021 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit.

Signature of treasurer:



Date: 17/11/22

Name of treasurer:

Mrs Saffie Edwards

Address of treasurer:

Circuit Office, Stoke Christian Centre, Devonport Road, Plymouth, PL3 4DS

### Presentation to the Circuit Meeting

I confirm that the annual report and accounts for the year ended 31 August 2021 will be presented to the Circuit Meeting at its meeting on 22 March 2023.

Signature of the Chair of the meeting:

Date of signing: 17/11/22



Name of the Chair of the meeting:

Rev Andrew Chislett-McDonald

\* delete or circle as appropriate

**Independent Examiner's Report to the Trustees of the Plymouth and  
Devonport Methodist Circuit**

Charity registration number: 1134211

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the Plymouth and Devonport Methodist Circuit for the year ended 31 August 2021 set out on pages 8 to 19. 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.

**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 The Institute of Chartered Accountants in England and Wales.

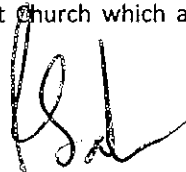
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- \* the accounting records were not kept in accordance with section 130 of the Act; or
- \* the accounts do not accord with the accounting records; 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; or
- \* the trustees' annual report is not consistent with the 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 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:

Richard Baker

Relevant professional qualification of independent examiner:

FCA

Name of firm:

Houndiscombe Consultants Limited  
T/A Condry Mathias Chartered Accountants  
6 Houndiscombe Road  
Plymouth  
Devon  
PL4 6HH

Address :

Date:

17/11/22



**Plymouth and Devonport Methodist Circuit**

**Management Information  
for the Year Ended 31 August 2021**

**The following page does not form part of the statutory consolidated financial statements.**

**Plymouth and Devonport Methodist Circuit**

**Detailed statement of financial activities  
for the Year Ended 31 August 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>INCOME</b>		
Circuit assessments	367,878	376,794
Donations	337	485,042
Income from Oreston	3,858	11,925
Dividends	822	4,277
Bank interest receivable	2,492	3,454
Rental income	-	3,250
Other income	626	21,054
	<u>376,013</u>	<u>905,796</u>
<b>DIRECT CHARITABLE EXPENDITURE</b>		
Grants paid	75,637	60,841
Wages and salaries	271,091	284,497
Water	2,684	3,302
Council tax	14,160	17,050
Insurance	4,159	7,766
Alarms	51	442
Repairs and maintenance	33,398	46,861
Oreston expenses	14,808	5,555
Colebrook expenses	-	5
Removals	7,638	5,357
Quinquennials	1,692	846
TMCP - District levy	17,543	35,758
Support costs of connexion and district	79,592	80,933
Professional fees	6,702	9,923
Telephones	3,883	5,305
Publications	1,746	61
Supernumeraries preaching expenses	651	1,769
Stewards costs	864	37
Communion wine	-	330
Sundries	1,053	2,289
Graveyard costs	1,850	2,179
Circuit plans	630	420
	<u>539,832</u>	<u>571,526</u>
<b>MANAGEMENT AND ADMINISTRATION</b>		
Administration, postage and stationery	2,290	1,023
Circuit office costs – Stoke	-	2,106
Independent review and accountancy	6,938	5,000
Fund management charges	977	1,457
	<u>10,205</u>	<u>9,586</u>
<b>TOTAL EXPENDITURE</b>	<u>550,037</u>	<u>581,112</u>
Unrealised gains/(losses) on investments	8,183	(730)
<b>NET (DEFICIT)/INCOME before exceptional items</b>	<u>(165,841)</u>	<u>323,954</u>
Gain on sale of 3 Springfield Avenue	4,991	-
Gain on sale of 170 Fort Austin Avenue	132,463	-
Loss on the sale of 76 Lynwood Avenue	(69,824)	-
<b>NET MOVEMENT IN FUNDS</b>	<u>(98,211)</u>	<u>323,954</u>