

Charity registration number: 1134211

**Plymouth and Devonport Methodist Circuit**

Financial statements  
for the Year Ended 31 August 2023

**THE METHODIST CHURCH**  
**STANDARD FORM OF ACCOUNTS**  
**ACCRUALS BASIS**  
**for the Year Ended 31 August 2023**

**Plymouth and Devonport Methodist Circuit**

**Ministers**

Rev Andrew Chislett-McDonald (Superintendent - resigned Dec 2023)  
Rev Amanda Roper (Joint Acting Superintendent - Dec 2023)  
Rev Darren Middleton (Joint Acting Superintendent - Dec 2023)  
Rev Alistair Lowe (Joint Acting Superintendent - from Jan 2024)  
Rev Brenton Prigge (Joint Acting Superintendent - from Jan 2024)

**Circuit Stewards**

Mrs Mary McNaughton (Senior Circuit Steward - elected Oct 2023)  
Mr Keith Angilley (elected Jun 2023)  
Mr Reg Marriott (elected Oct 2023)  
Mr Margeret Barrett (Senior Circuit Steward - resigned Oct 2023)  
Mr Ian Marshall (Resigned Oct 2023)  
Mr Nigel Norris (Resigned Oct 2023)

**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 2023.

**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).

# Plymouth and Devonport Methodist Circuit

## Trustees' Report

### 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.

Title	Surname	First Name(s)	Revd	Lowe	Alistair
Mrs	Adams	Christine (appointed 18 Sep 22)	Mr	Marriott	Reg
Mr	Angille	Clarence Keith	Mr	Marshall	Ian (resigned 5 Oct 23)
Mrs	Barrett	Margaret	Revd	Middleton	Darren
Mr	Bartlett	Ed (resigned 31 Aug 23)	Mrs	Middleton	Anne
Mrs	Bartlett	Hillary (resigned 31 Aug 23)	Revd	Mills	John
Mrs	Beattie	Sharon-Lee	Mrs	Missen	Pamela Dawn
Mr	Bithell	David Jeffrey (resigned 21 Jul 23)	Mrs	Mitchell	Dorothy Carole
Mrs	Blatchford	Maureen	Mrs	Mortimore	Jean
Miss	Bolt	Susan Mary	Mrs	Niazi Ghadim	Catheryn Ann
Mr	Brown	Joan (resigned 5 Sep 23)	Mr	Norris	Nigel (resigned 1 Oct 23)
Mrs	Brumpton	Heather	Mr	O'Connell	Philip John
Mrs	Buttle	Joan	Miss	Parker	Elizabeth Dorothy
Mr	Buttle	John	Mrs	Parnell	Pauline (resigned 6 Dec 23)
Mr	Carhart	Gareth (resigned 7 Mar 23)	Mrs	Patterson	Deborah (resigned 10 Oct 23)
Mr	Carlyon	Brian	Mr	Phillips	Chris
Revd	Chislett-McDonald	Andrew	Mr	Pillar	Malcolm (appointed 1 Jul 23)
Mrs	Chislett-McDonald	Ruth	Revd	Prigge	Brenton
Mrs	Coleman	Liz	Mrs	Richardson	Hannah
Mr	Cooke	Michael John	Mrs	Ridley	Margaret (appointed 6 Jun 23)
Mrs	Dennis	Margaret	Mr	Rix	Matthew
Mrs	Dobinson	Janet Mary	Mr	Rogers	Simon (appointed 01 Sep 22)
Mr	Duckering	Robin	Revd	Roper	Amanda
Mrs	Dunton	Brenda (resigned 25 May 23)	Mr	Rowe	David
Mr	Edward	Stewart	Mrs	Shears	Karen Louise
Mrs	Edwards	Sharon	Mrs	Smart	Diana Mary
Mr	Elliott	David Warne	Ms	Smerdon	Bev (appointed 20 Jun 23)
Mrs	Hadley	Sheila Mary (resigned 5 Oct 23)	Mr	Sowden	Michael Richard
Mr	Heard	Charles (resigned 1 Oct 23)	Mrs	Westwell	Susan (resigned 10 Oct 23)
Mrs	Hrydziuska	Shirley Patrica	Miss	White	Teresa Anne
Mrs	Kerslake	Lesley (appointed 1 Sep 22)	Mrs	Williams	Margaret
Mrs	Kimberley	Helen	Mrs	Wilson	Abigail (resigned 10 Oct 23)
Mr	Launder	Keith Richard	Mrs	Young	Esther
Mrs	Lea	Judith	Revd	Youngs	David

**Plymouth and Devonport Methodist Circuit  
Trustees' Report**

**Advisors**

Advisors to the charity are as follows:-

**BANKERS:**

Lloyds Bank Plc  
8 Royal Parade  
Plymouth  
PL1 1HB

**SOLICITORS:**

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

**ACCOUNTANTS:**

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

**Plymouth and Devonport Methodist Circuit**  
**Trustees' Report**

**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.

**Basis of preparation and legal framework**

The Charity's annual report and accounts for the year ended 31 August 2023 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.

**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.

## **Plymouth and Devonport Methodist Circuit**

### **Trustees' Report**

#### **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 which has included providing churches with digital grants. A significant amount of the Model Trust fund has been spent on investment activities (£314,538) which relates to the redevelopment of Oreston Methodist Church to create a new community hub. Payments for some of this work (approximately £80,000) was still outstanding at the end of the financial year. We have a Performing Arts Mission Enabler who was appointed in January 2020, and the funding of this has continued into the 2022/23 accounts year.

There are four full time ministers appointed to the Circuit. During the accounting year there were five full-time ministers, this decreased to four following the resignation of the circuit superintendent in December 2023. The four remaining ministers have rotated the position of joint superintendent on a rolling basis. We also have a strong Lay Leadership and Supernumerary Team.

The Trustees are aware of the overall deficit on the Operating activities of the Circuit for the financial year (£109,948) and have ensured that further controls on expenditure are in place. In addition to this they have been reviewing staffing costs and have implemented a process to restructure the Circuit.

#### **Financial Review**

##### **Income trends**

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

A small amount of income is received each year in the form of donations and legacies. Interest from investments held by the circuit is also received on a regular basis.

Other income is primarily made up of a donation of £50,000 received from the Benefact Trust in relation the Oreston Community Hub Project (in 2022 this was mostly made up of a net gain of £136,954 from the sale of one manse).

During the year, the charity received a total of £424,675 (2022: 532,652) of incoming resources.

##### **Expenditure trends**

12.6% (2022: 15.1%) 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. A significant additional expense this year and in the previous year is the redevelopment of an unused church into a new community hub.

Resources expended during the year amounted to £534,623 (2022: £515,546) leaving a deficit before unrealised gain/loss on investments of £109,948 (2022: surplus of £17,106). Unrealised losses on investments of £2,100 (2022: £3,314) were made during the year, together with a fair value loss on a property of £361,669 (2022: nil), resulting in a total decrease in reserves of £473,717 (2022: increase of £13,792).



## **Plymouth and Devonport Methodist Circuit Trustees' Report**

### **Reserves**

Total assets held by the charity at 31 August 2023 amounted to £2,613,038 (2022: £3,086,755). Included within the total assets are £2,210,713 (2022: £2,248,056) restricted assets, of which £2,202,732 (2022: £2,234,509) relates to the manse, which are included in fixed assets. Endowment assets total £1,700 (2022: £1,702) at the year end, unrestricted designated funds total £14,357 (2022: £56,377), unrestricted Circuit Model Trust Fund (CMTF) total £175,556 (2022: £616,147), unrestricted other Model Trust Bequest Funds total £53,285 (2022: £47,876) and unrestricted general funds total £157,427 (2022: £116,597) at the year end, which is circa the charity's reserve policy of six months.

As at 31 August 2023 the net current assets of the Circuit were £372,498 (2021: £814,853).

### **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.

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 £19,102 (2022: £4,500) but decreased in value to £254,681 (2022: £704,614). The investments are recorded on the Balance Sheet as fixed and current assets.

## **Plymouth and Devonport Methodist Circuit**

### **Trustees' Report**

#### **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.

## Plymouth and Devonport Methodist Circuit

### Trustees' Report

#### Trustees' responsibilities

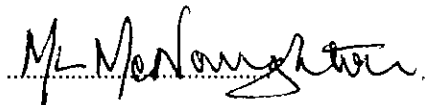
The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees on 17/4/24 and signed on their behalf by:



Mrs Mary McNaughton

Trustee

**Plymouth and Devonport Methodist Circuit**

**Statement of Financial Activities (SOFA)  
for the Year Ended 31 August 2023**

	Note	Unrestricted Funds General £	CMTF £	Restricted Funds £	Endowment Funds £	Total 2023 £	Total 2022 £
<b>Income and Endowments from:</b>							
Donations and legacies	2	419	-	-	-	419	972
Charitable activities							
Assessments or share	3	343,379	-	-	-	343,379	387,567
Investments	5	5,444	13,233	371	54	19,102	4,500
Other	6	61,775	-			61,775	139,613
<b>Total</b>		<b>411,017</b>	<b>13,233</b>	<b>371</b>	<b>54</b>	<b>424,675</b>	<b>532,652</b>
<b>Expenditure</b>							
Stipends, salaries, NIC & Pension costs	8	289,066				289,066	315,143
TMCP Levy			37,058			37,058	28,796
Methodist Church Fund, including District							
Assessment		67,568				67,568	77,591
Telephone & travel		5,387				5,387	4,221
Insurance, utilities, etc.		24,945				24,945	26,751
Maintenance of circuit manses		39,943				39,943	17,121
Maintenance of other Circuit property (Oreston)		9,601				9,601	2,213
Other Expenditure	9	27,678	1,741	5,640	5	35,064	23,972
Grants and donations	10	25,991				25,991	19,738
<b>Total</b>		<b>490,179</b>	<b>38,799</b>	<b>5,640</b>	<b>5</b>	<b>534,623</b>	<b>515,546</b>
<b>Net (expenditure)/income before gains and losses on investments, and before fair value adjustments</b>		<b>(79,162)</b>	<b>(25,566)</b>	<b>(5,269)</b>	<b>49</b>	<b>(109,948)</b>	<b>17,106</b>
Net gains/(losses) on investments		(531)	(1,387)	(182)		(2,100)	(3,314)
Fair value adjustments to tangible fixed assets		(361,669)				(361,669)	-
<b>Net income/(expenditure) for the year</b>		<b>(441,362)</b>	<b>(26,953)</b>	<b>(5,451)</b>	<b>49</b>	<b>(473,717)</b>	<b>13,792</b>
Transfers between funds		445,581	(413,638)	(31,892)	(51)	-	-
<b>Net movement in funds</b>		<b>4,219</b>	<b>(440,591)</b>	<b>(37,343)</b>	<b>(2)</b>	<b>(473,717)</b>	<b>13,792</b>
<b>Reconciliation of funds:</b>	19						
Total funds brought forward		220,850	616,147	2,248,056	1,702	3,086,755	3,072,963
<b>Total funds carried forward</b>		<b>225,069</b>	<b>175,556</b>	<b>2,210,713</b>	<b>1,700</b>	<b>2,613,038</b>	<b>3,086,755</b>

# Plymouth and Devonport Methodist Circuit

## Balance Sheet

as at 31 August 2023

	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	1,933					2,204,665	2,234,509
Investments with TMCP	12	2,901	31,274			1,700	35,875	37,393
<b>Total fixed assets</b>		<b>4,834</b>	<b>31,274</b>	<b>-</b>	<b>2,202,732</b>	<b>1,700</b>	<b>2,240,540</b>	<b>2,271,902</b>
<b>Current Assets</b>								
Debtors	13	19,167	-	-	-	-	19,167	30,955
Investments with TMCP	14	50,384	144,282	16,159	7,981	-	218,806	667,221
Central Finance Board Deposits	15	52,061	-	(1,802)	-	-	50,259	135,028
Cash at Bank and In hand	15	145,485	-	-	-	-	145,485	84,549
<b>Total current assets</b>		<b>267,097</b>	<b>144,282</b>	<b>14,357</b>	<b>7,981</b>	<b>-</b>	<b>433,717</b>	<b>917,753</b>
<b>Current liabilities</b>								
Creditors (due in under 1 year)	16	61,219	-	-	-	-	61,219	102,900
<b>Total current liabilities</b>		<b>61,219</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>61,219</b>	<b>102,900</b>
<b>Net current assets</b>		<b>205,878</b>	<b>144,282</b>	<b>14,357</b>	<b>7,981</b>	<b>-</b>	<b>372,498</b>	<b>814,853</b>
<b>Net assets</b>		<b>210,712</b>	<b>175,556</b>	<b>14,357</b>	<b>2,210,713</b>	<b>1,700</b>	<b>2,613,038</b>	<b>3,086,755</b>
<b>Funds of the Circuit</b>								
General Fund (Unrestricted)	19	210,712					210,712	164,473
Circuit Model Trust Fund (Unrestricted)	19		175,556				175,556	616,147
Designated Funds (Unrestricted)	19			14,357			14,357	56,377
<b>Total Unrestricted Funds</b>							<b>400,625</b>	<b>836,997</b>
Restricted Funds	19				2,210,713		2,210,713	2,248,056
Endowment Funds	19					1,700	1,700	1,702
<b>Total Funds</b>		<b>210,712</b>	<b>175,556</b>	<b>14,357</b>	<b>2,210,713</b>	<b>1,700</b>	<b>2,613,038</b>	<b>3,086,755</b>

The financial statements were approved by the Board on ..... and signed on its behalf by:

.....  
Mrs Mary McNaughton  
Trustee

**Plymouth and Devonport Methodist Circuit**

**Cash Flow Statement  
for the Year Ended 31 August 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Net cash used in operating activities</b> (see below)	<u>(159,228)</u>	<u>(117,535)</u>
<b>Cash flows from investing activities:</b>		
(Purchase)/Sale of investments	-	-
Losses on investments	(2,100)	(3,314)
Fund income	583	924
Manse improvement / Purchase of fixed assets	(332,123)	(154,959)
Proceeds from sale of property (net of levy and other costs)	-	286,432
Dividends, interest and rents from investments	19,102	4,500
<b>Net cash provided by investing activities</b>	<u>(314,538)</u>	<u>133,583</u>
<b>Change in cash and cash equivalents in the reporting period</b>	(473,766)	16,048
Cash and cash equivalents at the beginning of the reporting period	924,191	908,143
Cash and cash equivalents at the end of the reporting period	<u>450,425</u>	<u>924,191</u>
<i>Note: Cash includes both the cash held at bank, and the Investments with TCMP</i>		
	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Reconciliation of cash flows from operating activities:</b>		
<b>Net (expenditure)/income for the reporting period</b>	(473,717)	13,792
Adjustments for:		
Losses on investments	2,100	3,314
Impairment loss	361,669	-
Depreciation	300	-
Fund income	(583)	(924)
Profit on the sale of fixed assets	-	(136,954)
Capital expenditure	-	(75)
Dividends, interest and rents from investments	(19,102)	(4,500)
(Increase)/Decrease in debtors	11,787	(17,959)
(Decrease)/Increase in creditors	(41,682)	25,174
<b>Net cash (used in)/provided by operating activities</b>	<u>(159,228)</u>	<u>(118,132)</u>
	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Analysis of cash and cash equivalents</b>		
Cash in hand	-	-
Current accounts	195,744	219,577
Investments with TMCP (current)	218,806	667,221
Investments with TMCP (fixed)	35,875	37,393
<b>Total cash and cash equivalents</b>	<u>450,425</u>	<u>924,191</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	219,577	(23,833)	-	195,744
Cash equivalents	704,614	(447,833)	(2,100)	254,681
Borrowings	-	-	-	-
<b>Total</b>	<u>924,191</u>	<u>(471,666)</u>	<u>(2,100)</u>	<u>450,425</u>

## **Plymouth and Devonport Methodist Circuit**

### **Notes to the Financial Statements for the Year Ended 31 August 2023**

#### **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 2023, 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.

## Plymouth and Devonport Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2023

..... 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**

	2023 £	2022 £
Donations (unrestricted funds)	419	972
Donation of Oreston Fund (restricted funds)	-	-
	<u>419</u>	<u>972</u>



# Plymouth and Devonport Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2023

..... 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 2023/2024 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.

### 5 Investment income

	2023	2022
	£	£
Dividends and interest on investments (restricted funds)	371	154
Dividends and interest on investments (unrestricted CMTF funds)	13,233	3,040
Dividends and interest on investments (unrestricted designated funds)	625	99
Dividends and interest on investments (unrestricted funds)	2,020	602
Dividends and interest on investments (endowment funds)	54	8
Central Finance Board (unrestricted funds)	2,799	597
	<u>19,102</u>	<u>4,500</u>

### 6 Other income

Other income is treated as unrestricted funds, unless otherwise stated. It from the sale of communion wine, sales of circuit plans, income from Performance Art Mission Enabler projects, realised gains on the disposal of manses, 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 5 manses (2022: 5), all five 5 of which are occupied (2022: 5) by ministers stationed in the Circuit and none (2022 : none) 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 £65,870 (2022: £45,117).

	2023	2022
Number of trustees who were paid expenses	4	5
Expenses payments primarily relate to reimbursement for travel/courses.	-	-
Reimbursement for items purchased on behalf of the Circuit.	2,576	2,386
<b>Total amount paid (£)</b>	<u>2,576</u>	<u>2,386</u>

# Plymouth and Devonport Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2023

..... continued

### 8 Salaries and associated costs

Gross salaries paid to employees were as follows:

	2023	2022
	£	£
Gross pay	221,662	241,926
Employer's National Insurance contributions	18,205	18,215
Employer's pension contributions to defined contribution schemes	36,278	37,451
<b>Total payroll costs</b>	<b>276,145</b>	<b>297,592</b>
Other expenses paid	12,921	17,551
<b>Total staff costs (unrestricted funds)</b>	<b>289,066</b>	<b>315,143</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:

	2023	2022
	No.	No.
Number of staff	8	9

### 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. At the last triennial valuation on 31 August 2020, the scheme was in deficit by £14m. The Council finally agreed a recovery plan and long-term funding objective for the Scheme in April 2022, which is currently 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.

**Plymouth and Devonport Methodist Circuit**

**Notes to the Financial Statements  
for the Year Ended 31 August 2023**

..... continued

**9 Other outgoings**

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

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Graveyard costs	2,200	4,960
Administration expenses	3,037	1,895
Accountancy fees	5,728	5,048
Independent examination fees	1,750	1,750
Depreciation	300	-
Other Sundry costs	-	1,298
Fund Management charges:		
(unrestricted funds)	205	207
(unrestricted CMTF funds)	1,741	1,427
(unrestricted designated funds)	60	60
(restricted funds)	39	39
(endowment funds)	5	5
Publications	1,936	2,847
Money collected on behalf of others	332	-
Circuit plans	873	816
Professional fees	15,370	2,057
Communion wine	452	357
Stewards/local preachers costs	1,036	1,206
<b>Total</b>	<b>35,064</b>	<b>23,972</b>

**10 Grants and donations**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Pennycross Mission enabler (unrestricted CMTF funds)	-	5,379
Benevolent fund grants	1,700	-
Circuit Model Trust Fund grants	8,657	-
Digital grants	12,588	10,862
Other small grants:		
(unrestricted funds)	3,046	3,497
<b>Total</b>	<b>25,991</b>	<b>19,738</b>

**11 Manses and other property and equipment**

	<b>Manses &amp; other property £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost or valuation</b>			
As at 1 September 2022	2,234,509	-	2,234,509
Additions in the year	329,892	2,233	332,125
Less: Depreciation in the year	-	(300)	(300)
Less: Fair value adjustment	(361,669)	-	(361,669)
At 31 August 2023	<u>2,202,732</u>	<u>1,933</u>	<u>2,204,665</u>

The value of the manses are believed to be 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.

The fair value adjustment in the accounts relates to the impairment of Oreston Community Centre and attached building, which is not currently used as a Manse.

# Plymouth and Devonport Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2023

..... continued

### 12 Investments held as fixed assets

	Other investments £
<b>Market value</b>	
As at 1 September 2022	37,393
Revaluation	(1,518)
At 31 August 2023	<u>35,875</u>
<b>Net book value</b>	
At 31 August 2023	<u>35,875</u>
At 31 August 2022	<u>37,393</u>

### 13 Debtors and prepayments

Debtors were made up as follows:

	2023 £	2022 £
Prepayments and accrued income	16,777	15,615
Other debtors	<u>2,390</u>	<u>15,340</u>
<b>Total</b>	<u>19,167</u>	<u>30,955</u>

### 14 Investments

#### 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.

**Plymouth and Devonport Methodist Circuit**

**Notes to the Financial Statements  
for the Year Ended 31 August 2023**

..... continued

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

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Deferred income	46,610	51,478
Other Creditors	1,750	33,065
Accruals	12,859	18,357
<b>Total</b>	<b>61,219</b>	<b>102,900</b>

It is expected that all accruals and other creditors as at 31 August 2023 will be paid during the year to 31 August 2024.

Deferred Income relates to assessments which are paid in advance.

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Deferred income brought forward	51,478	44,381
Assessment income received in the year	336,121	379,324
Deferred income carried forward	(46,610)	(51,478)
Amount owed for the year but not received	2,390	15,340
Assessment Income recognised in the year	<b>343,379</b>	<b>387,567</b>

**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.

**Plymouth and Devonport Methodist Circuit**

**Notes to the Financial Statements  
for the Year Ended 31 August 2023**

..... 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.

**Manses**

This fund relates to the acquisition of manse properties, which are held within Fixed Assets and Current Asset Investments. It also includes the Oreston Centre, a former church on the circuit now converted into a community hub.

**19 Analysis of funds**

	Balance as at 01-Sep-22	Incoming Resources	Outgoing Resources	Gains / (Losses) on investments	Transfers	Balance as at 31-Aug-23
<b>Restricted Funds</b>						
B Skelley	297	10	(1)			306
Sup'ts Discretionary Fund	1,519	35	(1,204)			350
Training Fund	6,406	167	(4,420)			2,153
Youth & Children	1,046	33	(3)			1,076
Oreston - Royle Trust	4,279	126	(12)	(182)	(115)	4,096
Manses & other proerpty	2,234,509				(31,777)	2,202,732
	2,248,056	371	(5,640)	(182)	(31,892)	2,210,713
<b>Endowment Funds</b>						
Mrs Lakin - Legacy	1,702	54	(5)		(51)	1,700
<b>Unrestricted Funds</b>						
<b>Designated Funds</b>						
Laira Zion Utd	6,788	330	(29)			7,089
Miss F L Moore	10,771	294	(1,730)		(265)	9,070
PAME	38,818	2,768	(43,388)			(1,802)
	56,377	3,392	(45,147)	-	(265)	14,357
Circuit Model Trust Fund	616,147	13,233	(38,798)	(1,387)	(413,639)	175,556
General Fund	103,434	401,405	(794,711)	-	447,299	157,427
Oreston funds	13,163	401	(37)	(402)	-	13,125
Various	28,922	11,880	(18,562)	(129)	(905)	21,206
R Hill	18,954	601	(54)		(547)	18,954
	780,620	427,520	(852,162)	(1,918)	32,208	386,268
<b>Total Funds</b>	<b>3,086,755</b>	<b>431,337</b>	<b>(902,954)</b>	<b>(2,100)</b>	<b>-</b>	<b>2,613,038</b>

**Plymouth and Devonport Methodist Circuit**

**Notes to the Financial Statements  
for the Year Ended 31 August 2023**

..... 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.

The transfer between General Fund and Manses and Other Properties includes £361,669 transferred from Restricted Reserves to Unrestricted Reserves, being the release of a fair value adjustment to the value of Oreston Community Centre and Manse of the same amount.

**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 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. This grant was subsequently extended for a further two years.

**23 Capital commitments**

As at 31 August 2023 there were capital commitments totalling £67,114 for work done on the Oreston Centre.

**Declarations and Scrutiny**

I confirm that these accruals-based accounts for the year to 31 August 2023 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:

22/5/24

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 2023 will be presented to the Circuit Meeting at its meeting on 21 February 2024.

Signature of the Chair of the meeting:



Date of signing:

17/5/24

Name of the Chair of the meeting:

Rev Alistair Lowe

\* 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 2023 set out on pages 9 to 20. 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.

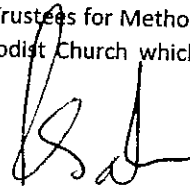
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- \* 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 Condy Mathias Chartered Accountants  
6 Houndiscombe Road  
Plymouth  
Devon  
PL4 6HH

Address :

Date: 22/5/24

**Plymouth and Devonport Methodist Circuit**

**Management Information  
for the Year Ended 31 August 2023**

**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 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>INCOME</b>		
Circuit assessments	343,379	387,566
Donations	419	972
Grant for Oreston	50,000	-
Dividends	1,459	1,281
Bank interest receivable	17,643	3,219
Other income	11,775	2,659
	<u>424,675</u>	<u>395,697</u>
<b>DIRECT CHARITABLE EXPENDITURE</b>		
Grants paid	25,991	19,738
Wages and salaries	289,066	315,143
Water	2,781	3,751
Council tax	16,470	16,136
Insurance	5,694	6,864
Alarms	-	-
Repairs and maintenance	39,943	17,121
Oreston expenses	9,601	2,213
Money collected on behalf of others	332	-
Quinquennials	-	-
TMCP - District levy	37,058	28,796
Support costs of connexion and district	67,568	77,591
Professional fees	15,370	2,057
Telephones	5,387	4,221
Publications	1,936	2,847
Depreciation	300	-
Stewards costs	1,036	1,206
Communion wine	452	357
Sundries	-	1,298
Graveyard costs	2,200	4,960
Circuit plans	873	816
	<u>522,058</u>	<u>505,115</u>
<b>MANAGEMENT AND ADMINISTRATION</b>		
Administration, postage and stationery	3,037	1,895
Independent review and accountancy	7,478	6,798
Fund management charges	2,050	1,738
	<u>12,565</u>	<u>10,431</u>
<b>TOTAL EXPENDITURE</b>	<u>534,623</u>	<u>515,546</u>
Unrealised (losses)/gains on investments	(2,100)	(3,314)
<b>NET (DEFICIT)/INCOME before exceptional items</b>	<u>(112,048)</u>	<u>(123,163)</u>
Gain on sale of 7 St Lawrence Road	-	136,955
Impairment of Oreston	(361,669)	-
<b>NET MOVEMENT IN FUNDS</b>	<u>(473,717)</u>	<u>13,792</u>