

## **NORTH CUMBRIA METHODIST CIRCUIT**

### **TRUSTEES ANNUAL REPORT**

**For the year ended 31ST AUGUST 2021**

#### **Introduction**

The Trustees are pleased to present the Annual Report of the Trustees of the North Cumbria Methodist Circuit (hereinafter referred to as "The Circuit") for the year ended 31st August 2021.

Once again two Lockdowns and the three tier restrictions introduced through this time had an affect on our worship and our face to face encounters. Churches were not open for the main part of the year and even when they were allowed to re-open many members were nervous about meeting inside for services. The circuit kept churches up to date with information and advice to church stewards to follow government advice and to provide safe spaces for people to worship.

On- line and Zoom services and meetings continued throughout this time as did Bible Studies, Lent meetings, Prayer Workshops and fellowship groups. Church councils could not meet in person in 2020. Permission from The Conference Office and the Charity Commission allowed an exemption from holding the usual Spring Church Council Meetings. Trustees could arrange a meeting via Zoom.

The work on merging The North Cumbria and The Wigton Circuits into one new Circuit continued. It was anticipated that the new Circuit would be launched on the 1st September 2021 following a positive vote from both Circuits and with the support of the District Policy Group, District Synod and Methodist Conference.

The staffing levels will remain the same with three presbyters based in Wigton, Carlisle and Brampton and a Deacon in Carlisle working across the circuit as a Mission Enabler. It is anticipated that the two Superintendents will continue in that role as Co- Superintendents. The two Leadership Teams have been holding joint meetings and continued to do so throughout the year to prepare for September. The size and makeup of the new Leadership team will be decided once the circuits become one.

Work towards forming three Mission Hubs across the circuits continues but is restricted by COVID restrictions.

The presbyter in Brampton, Rachel Williams has been matched with Stockton On Tees Circuit. Tokunbo Asogbon was matched with North Cumbria circuit and will take up his post in Brampton and begin on 1st September 2021.

#### **Aims and organisation**

The Governing Document of the Charity is the Deed of Union of the Methodist Church 1932 and the Methodist Church Act 1976. The purposes of the Methodist Church are, and shall be deemed to have been since the Date of Union, the advancement of:

- a) The Christian faith in accordance with the doctrinal standards and discipline of The Methodist Church;
- b) Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church;
- c) Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church;
- d) Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church

There are 14 places of worship in the area covered by the Circuit and they are all open to anyone who may wish to visit them without any charge. The Circuit continues with a quarterly preaching plan to ensure that regular acts of worship take place at all the churches and chapels in its geographical area and that the following activities take place to further the objectives set out above:-

- The teaching of Christianity through sermons, courses and small groups.
- The resourcing of pastoral work including visiting the sick and bereaved.
- Taking religious assemblies in local schools.

- Promotion of Christianity through the staging of events and services.
- Provision of chaplaincy services where appropriate.

### **Public Benefit**

The Trustees have had regard to the Charity Commission's guidance on public benefit.

### **Brief financial review of the year**

The main source of income in this and every year is the assessment paid by the churches within the Circuit area. In the year to 31st August 2021, the assessments totalled £112,525 ( 2020 £127,525 ). The Circuit also received grant funding of £16,000 from the Connexion in respect of the employment of our Mission Enabler.

The main expenditure relates to the stipends of presbyters and the salaries of lay employees, together with related employment costs, including the provision of manses to presbyters and the reimbursement of travelling and other costs, totalling £139,274. Other costs include the contributions to the District £49,193. Stipends have increased annually in line with conference approved percentages and lay employees are paid, in accordance with Methodist Standing Orders, no less than the hourly rates set by the Living Wage Foundation.

At 31 August 2021 the net current, unrestricted, assets of the Circuit were £228,657 compared with total expenditure for the year of £223,376.

Plans for the 2020/21 Circuit finances for the coming year have been prepared on the basis of our current staffing figure, with anticipated cost of living stipend and pay increases combined with an increase in the assessments paid to the District and Connexion. Levels of assessments requested from the churches in the Circuit have been discussed as all churches lost revenue from donations and lettings during the time they were unable to open and consequently some churches were unable to meet the level of assessments requested by the Circuit.

### **Structure, Governance and Management**

The governing document for the Circuit is the Deed of Union (1932) and Methodist Church Act (1976). Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual conference (CPD). Day to day management of the Circuit is undertaken by the Circuit Leadership team comprising the presbyters , deacon and circuit stewards.

### **Trustee Training**

A range of guidance is produced by Methodist Connexion to support the effective running of the Circuit, including the leaflet 'The Role of a Trustee in The Methodist Church'.

### **Related Parties**

The Circuit is part of the Cumbria District and is also accountable to the Methodist Conference. 15 Churches are linked to the Circuit and are listed in Appendix B to this Report.

### **Risk Management**

Major risks, both physical and financial, are identified and recorded and professional advice taken as required. There is a regular annual review process undertaken and recorded.

Income and Expenditure is monitored in total and is compared with the approved annual budget to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

### **Safeguarding**

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

Methodist Connexional practice outlines commitment to the following principles:

1. The care and nurture, and respectful pastoral ministry with, all children, young people and adults.
2. The safeguarding and protection of all children, young people and adults when they are vulnerable.
3. The establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.
4. The Circuit will carefully select and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes.
5. The Circuit will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
6. The Circuit will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.
7. The Circuit will seek to challenge any abuse of power, especially by anyone in a position of trust.
8. The Circuit will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
9. In all these principles the Circuit will follow legislation, guidance and recognised good practice.

The Circuit commits itself to ensuring the implementation of Connexional Safeguarding Policy; government legislation, guidance and safe practice in the circuit and in the churches. The Circuit commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

### **Reserves Policy**

The Reserves Policy for the Circuit is to hold approximately two quarter's average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on manses and / or to be able to continue, in the short term, funding planned activities in the event of the failure of churches to meet their quarterly assessment liabilities in full.

### **Legal and Administrative**

The Circuit's financial statements for the year ended 31 August 2021 have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSE) applicable in the UK (effective from 1st January 2015) – the Charities SORP – in replacement for the SORP's 2005 version specified in its related 2008 Regulations and in accordance with the "true and fair override" provision contained therein.

Full Name of Charity: North Cumbria Methodist Circuit

Registration Charity Number: 1134232

Date of registration 2014

Main communication address Brae Lees, Kirkandrews-On-Eden, Carlisle, CA5 6DU

The members of the Circuit meeting are the Managing Trustees, membership being made up of circuit office holders, ministers and representatives appointed by the local churches.

A full list of Trustees is shown in Appendix B to this Report

### **Circuit Ministers and officers**

Active Circuit Ministers Rev David Newlove

Rev Rachel Williams ( moved to Stockton Circuit July 2021)

Deacon Mark Attwood

Circuit Stewards

Mrs Nan Martin

Mr Ken Holmes

Mr Selby Harrison

Mr Harold Bowron

Mrs Kathleen Bowron

Administrator

Miss Vicky Logan

Mr Harold Bowron acted as the principal officer overseeing the day to day financial management and accounting for the Circuit during the year.

Independent examiner Mr Malcolm Uppard, 1 Green Lane, Houghton, Carlisle. CA3 0NT.

Investment Bankers Central Finance Board of the Methodist Church  
Trustees for Methodist Church purposes

Bankers H.S.B.C. 29 English Street, Carlisle. CA3 8JX.

## APPENDIX A

### LIST OF TRUSTEES.

Title	First Name	Surname	Notes
Mrs	Anne	Anderson	Corby Hill Closed end of September, no longer trustee by next meeting February 2021
Ms	Di	Armstrong	
Dcn	Mark	Attwood	Minister
Mr	Raymond	Baron	
Mr	Harold	Bowron	<b>Circuit Treasurer</b>
Mrs	Kathleen	Bowron	<b>Circuit Steward</b>
Mrs	Mary	Caddle	
Mrs	Clare	Collinson	Corby Hill Closed end of September, no longer trustee by next meeting February 2021
Mrs	Val	Cowen	
Mrs	Clare	Driffield	
Mrs	Margaret	Drury	
Rev	Donald	Frith	Supernumerary Minister Moved out of Circuit by July 21
Rev	Joan	Gooding	Supernumerary Minister
Mrs	Lynne	Graham	
Mrs	Janice	Gray	
Mrs	Alice	Gregan	
Rev	Gilbert	Hall	Supernumerary Minister
Rev	Colin	Harbach	Supernumerary Minister
Mr	Selby	Harrison	<b>Circuit Steward</b>
Mr	Ken	Holmes	
Mr	John	Huggon	

Rev	Margaret	Jackson	Supernumerary Minister
Dr	Alan	Jefferson	Moved out of Circuit January 2021
Mrs	Linda	Johnson	
Mrs	Christine	Kelly	
Rev	Ruth	Kershaw	Supernumerary Minister
Mrs	Susan	Kydd	
Mrs	Dorothy	Lamb	
Mrs	Wendy	Lawson	Corby Hill Closed end of September, no longer trustee by next meeting February 2021
Mrs	Margery	Little	
Mr	William	Little	
Mr	Roland	Lowe	Resigned August 2021
Mrs	Margery	Mallinson	
Mr	Leo	Mann	
Mrs	Nan	Martin	<b>Senior Circuit Steward until August 21</b>
Mrs	Millie	Mckey	
Mrs	Glynis	Milburn	
Mr	Chris	Mitchelson	
<b>Title</b>	<b>First Name</b>	<b>Surname</b>	<b>Notes</b>
Rev	David	Newlove	Minister
Mrs	Phyllis	Nicholson	
Mr	John	Oldman	
Mr	Joseph	Pattinson	
Mr	Nathan	Pattinson	
Mrs	Christine	Pritchard	Moved out of Circuit August 2021
Mrs	Marion	Proudfoot	
Mrs	Pauline	Robson	
Mrs	Nancy	Simpson	
Mrs	Pat	Staley	
Mr	Ian	Stewart	
Mr	Jim	Stobart	

Mrs	Joyce	Stobart	
Mrs	Janet	Thompson	
Mrs	Christine	Wharton	
Mr	Melvyn	Whatmough	
Rev	Robert	White	Supernumerary Minister
Mr	Stuart	Wilkinson	
Rev	Rachel	Williams	Minister Moved out of Circuit August 2021
Mrs	Elizabeth	Woodmass	
Mrs	Janet	Wright	

## APPENDIX B

### LIST OF CHURCHES IN THE CIRCUIT

Brampton Methodist Church  
 Corby Hill & Warwick Bridge Methodist Church (Closed end of September 2020.)  
 Dalston Methodist Church  
 Gilsland Methodist Church  
 Longtown Methodist Church  
 Monkhill Methodist Church  
 Newtown Methodist Church  
 Port Carlisle (A Circuit Resource Centre)  
 Thursby Methodist Church  
 Thurstonfield Methodist Church  
 Tithe Barn Methodist Church  
 Upperby Methodist Church  
 Walton (A Fellowship within the Parish Church)  
 Wetheral Methodist Church  
 Wigton Road Methodist Church

Signed on behalf of the Circuit by

**David Newlove**

.....(signed)

Rev David Newlove  
 Superintendent Minister

**Harold Bowron**

.....(signed)

Harold Bowron  
 Circuit Treasurer

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

<b>North Cumbria Circuit</b>	Circuit
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**FOR THE YEAR ENDED  
31 AUGUST 2021**

<b>CUMBRIA</b>	District	Circuit no	<b>09 01</b>
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**Registered Charity - Charity Registration number**

**1134232**

If not a registered charity **Her Majesty's Revenue and Customs Gift Aid number**

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242 )

Ministers:

Rev. David Newlove
Rev. Rachel Williams
Deacon Mark Attwood

Circuit Stewards:

Mrs Nan Martin
Mr Kenneth Holmes
Mr Selby Harrison
Mrs Kathleen Bowron

Treasurer:

<b>Mr Harold John Bowron</b>
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**ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021**
**North Cumbria**
**Circuit**

<b>SECTION A</b>			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
	<b>RECEIPTS</b>	<b>Note</b>	£	£	£	£	£
a1	<b>RECEIPTS</b>						
a2	Assessment/Share		112,525			112,525	127,525
a3	Capital receipts			11,818		11,818	
a4	Bank and CFB interest and Investment income		638	938		1,576	2,848
a5	Grants		5,853		16,000	21,853	48,809
a6	Other receipts		31,752			31,752	2,127
a7	<b>TOTAL RECEIPTS</b>		<b>150,768</b>	<b>12,756</b>	<b>16,000</b>	<b>179,524 (a8)</b>	<b>181,309</b>

<b>SECTION B</b>							
b1	<b>PAYMENTS</b>						
b2	Stipends, salaries, NIC, Pension and travel costs		63,984		48,000	111,984	142,770
b3	Manse Costs		19,389			19,389	17,732
b4	Administration etc		18,459	406		18,864	30,039
b5	District Assessment		37,500	11,693		49,193	53,726
b6	Grants & donations		10,133		550	10,683	825
b7	CPF Levy			2,363		2,363	
b8	Other payments		10,899			10,899	6,792
b9	<b>TOTAL PAYMENTS</b>		<b>160,364</b>	<b>14,462</b>	<b>48,550</b>	<b>223,376 (b9)</b>	<b>251,884</b>

<b>SECTION C</b>							
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	<b>(a7-b9)</b>	<b>(9,596)</b>	<b>(1,706)</b>	<b>(32,550)</b>	<b>(43,852)</b>	<b>(70,575)</b>
c2	Total funds brought forward from last year		29,898	182,165	32,550	244,612 (c6)	315,187
c3	<b>Sub total</b>	<b>(c1+c2)</b>	<b>20,302</b>	<b>180,459</b>		<b>200,760</b>	<b>244,612</b>
c4	Transfers and adjustments		30,000	(30,000)			
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	<b>(c3+c4)</b>	<b>50,302</b>	<b>150,459</b>		<b>200,760 (c8)</b>	<b>244,612 (c6)</b>

<b>SECTION D</b>					
d	<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b> (these amounts should not be included in total receipts/payments above)				
d1	Balance brought forward from last year				290
d2	Offerings/Gifts - received for external organisations			2,384	2,814
d3	Offerings/Gifts - passed to external organisations			2,384	3,104
d4	<b>BALANCE STILL TO BE PAID (d1 + d2 - d3)</b>				



**SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATION REPORTING TO THE CIRCUIT MEETING****SECTION E**

Please follow the Guidance Notes to complete this page

Summary of the Circuit accounts for the year ended 31 August 2021 and Internal Organisations reporting to the Circuit Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross receipts and payments totals of the Circuit. If gross income exceeds the Accruals threshold of £250,000, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the Circuit and connected Circuit Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1						
e2						
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds					(e11)	(e12)
e9 Circuit accounts (totals brought forward from page 2 - totals column)	179,524 (a8)	223,376 (b9)	(43,852)	(c7)	244,612 (c6)	200,760 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	179,524	223,376	(43,852)		244,612 (x)	200,760 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

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

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	15,913	7,353
f3 Bank Deposit Account	653	646
f4 Central Finance Board	13,470	9,287
f5 Trustees for Methodist Church Purposes	182,164	150,458
f6 Other funds	32,414	33,016
f7 SUB TOTAL	244,614 (c6)	200,760 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	244,614 (x)	200,760 (y)

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

	At 1 September 2020	At 31 August 2021
g1 Investments (include Endowments)	20,593.00	24,373.05
g2 Land and Buildings (see notes re Insurance value)	1,309,832	1,370,603
g3 Other Assets	4,146	3,524
g4 Loan(s) - show amount outstanding at year end		
g5 Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only CFB Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trust accounts this is inserted in line f5)

Name of Circuit ..... NORTH CUMBRIA ..... No. 09 01

## Declarations and Scrutiny

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

Signature of treasurer ..... H Bowron ..... Date ..... 02-Nov-21

Name and address of treasurer ..... Harold Jonn Bowron, Brae Lees, Kirkandrews on Eden,

..... Carlisle, Cumbria.

CA5 6DU

### Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2021 were/will be\* presented to the Circuit meeting held on ..... 6th December 2021

Signature of the Chair of the meeting ..... X David Newlove .....

Name of the Chair of the meeting .... Rev. David Newlove

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

..... North Cumbria Circuit

Charity Number ..... 1134232

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the ..... Circuit for the year ended 31 August 2021 set out on pages ... to .... As the Circuit's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Circuit's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

\* delete or circle as appropriate

Name of Circuit ..... NORTH CUMBRIA ..... No 0901

### Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

I have/have not\* obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Signature of independent examiner .....  .....

Name of independent examiner ..... **Malcolm Uppard**

Relevant professional qualification of independent examiner ..... **F.C.A.**

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

Address ..... **1 Green Lane, Houghton**

..... **Carlisle**

**CA3 0NT**

Date ..... 3<sup>rd</sup> December 2021 .....

\* delete or circle as appropriate

Sep-21