

Oxford Methodist Circuit

Charity Number: 1134618

Trustees Annual Report

and

Accounts

for the period

1 September 2019 to 31 August 2020

Introduction

The Oxford Circuit serves the city of Oxford, its suburbs, and villages and market towns from Woodstock to Watlington. Public worship is offered in thirteen places, including Holy Family LEP in Blackbird Leys, and St Mary's Chalgrove. Staff and volunteers also lead worship in several residential homes in the area.

Within the Circuit, eleven local Methodist Societies (churches) operate as centres of worship, outreach, fellowship and community service, each under the management of its own Church Council. The Circuit supports the local churches by providing ordained and salaried lay ministry, by training and deploying Local (lay) Preachers to lead Sunday worship, by giving grants for property and mission projects, by linking local churches to the wider life of the Methodist Church regionally and nationally, and by acting as a forum for strategic planning.

During 2019-20, the Circuit responded to the restrictions and risks associated with the Covid-19 pandemic by offering both pre-recorded and "live" acts of worship online, complementing the initiatives of local churches to maintain their common life of worship, learning, caring, service and evangelism in radically changed circumstances. Meeting remotely, the Trustees approved grants to support building projects in Kidlington, Rose Hill and Watlington as well as mission and heritage work based at Wesley Memorial in the centre of Oxford.

Special online services were arranged in the summer to bid farewell and welcome to ministers moving to new roles. Rev Dr Martin Wellings takes with him the heart-felt best wishes of Oxford Methodists as he takes up the superintendency of the Finchley Circuit, having spent most of his academic and ministerial career in and around Oxford. At the same time, we welcome Rev Peter Powers as our superintendent minister and Rev Miriam Moul to a new dual role as minister based at Cowley Road and member of the chaplaincy team at Oxford Brookes University.

Purpose and Priorities

The Oxford Circuit's Purpose¹ is to encourage and resource churches to be confident, creative, courageous and committed as they proclaim the love of God in worship, witness and service.

The Trustees and Circuit Leadership Team have been working to a set of priorities set out in the 2017-18 Annual Report. A summary of progress is provided here. A review of priorities will take place in the current year.

¹ Methodist Standing Order 500 (1) defines the Nature and Purposes of a Circuit as follows:

The Circuit is the primary unit in which Local Churches express and experience their interconnexion in the Body of Christ, for purposes of mission, mutual encouragement and help. It is in the Circuit that presbyters, deacons and probationers are stationed and local preachers are trained and admitted and exercise their calling. The purposes of the Circuit include the effective deployment of the resources of ministry, which include people, property and finance, as they relate to the Methodist churches in the Circuit, to churches of other denominations and to participation in the life of the communities served by the Circuit, including local schools and colleges, and in ecumenical work in the area including, where appropriate, the support of ecumenical Housing Associations.

Oxford Methodist Circuit: Progress on Priorities 2019-2021

Priorities for 2019-2021	Progress to date	Next steps
1. Resourcing. We will support local churches to take forward the hopes and plans identified in the 'Planning for Fruitfulness' process by:		
1.1. Appropriately deploying and supporting the ordained ministers stationed in the Circuit to provide leadership and pastoral care, noting the need to review and reorganise stations ahead of the departures of current ministers.	<p>Profiles prepared and appointments successfully made to two roles, commencing September 2020:</p> <ul style="list-style-type: none"> • Superintendent with pastoral charge of Wesley Memorial (Rev Peter Powers) • Methodist Chaplain at Oxford Brookes University with pastoral charge of Cowley Road (Rev Miriam Moul). Memorandum of Understanding agreed with Westminster College Oxford Trust to fund 50%. <p>Major refurbishment of Westbury Crescent manse.</p>	<p>Preparations underway for the retirement of Rev Stephen Maunder and Rev John Anderson in the summer of 2021.</p> <p>A profile for a probationer appointment has been accepted as suitable and will be considered for matching in January 2021.</p> <p>Review suitability (including environmental performance) of manses.</p> <p>Support all staff to take sufficient rest time and holidays.</p>
1.2. Recruiting and developing lay staff with complementary skills for specific roles or projects.	<ul style="list-style-type: none"> • Rose Hill Community Chaplain appointed in 2019 with support from the District Advance Fund. • Circuit Administrator appointed (commencing November 2020). 	<p>Former community worker role based at Lime Walk is vacant. Review potential lay appointment(s) to complement the new staff team.</p>
1.3. Providing funding for projects and initiatives that further the mission of the churches.	<p>Grants totalling £188,000 approved for:</p> <ul style="list-style-type: none"> • Development of premises at Wesley Memorial and Kidlington; • Essential repairs at Rose Hill and Watlington; • Rainbow House parent and toddler drop-in; • Mission and Methodist heritage work; • Underground Story biblical literacy project. 	<p>Support churches facing financial challenges, particularly lost income from premises, as a result of the pandemic. This could take the form of advice, cash flow assistance and, where appropriate, grants.</p> <p>Explore potential to release equity from replacement of manses to support further investment in mission over the coming years.</p>
1.4. Facilitating the exchange of advice, skills and volunteer time between churches.	<p>Annual meetings of property stewards and treasurers.</p> <p>Sharing experience of fund-raising.</p>	<p>Circuit Administrator will have a key role as a hub for sharing expertise and experience around the Circuit.</p> <p>Circuit advisory group for Covid-19.</p> <p>Safeguarding training to be provided online.</p>

2. Belonging. We will build up a stronger sense of Circuit identity and of sharing in one mission together by:		
2.1. Sharing good news and successes, as well as struggles and needs, that we may rejoice together and support one another better.	Circuit Stewards attending church councils. Poster format newsletter introduced.	Circuit Administrator to support development and maintenance of the Circuit website and social media presence. Review website and hosting package with a view to meeting future needs.
2.2. Organising events and initiatives that help to bring Methodists in the Circuit together for worship, mission or fellowship.	“Zoom” services have provided a welcome opportunity to worship, give thanks and celebrate together. While not the same as meeting in person, it is notable that online gatherings – whether for worship, prayer, fellowship or business – have been well-attended and open to people who, for various reasons, could not otherwise have been present.	Build on what the experience of the pandemic has taught us about inclusion.
2.3. Reviewing worship services across the Circuit to ensure a range of times and styles are offered.	Working group set up.	Online worship will continue to be offered after church buildings reopen fully.
2.4. Linking up those engaged in children’s and youth ministry for mutual support and learning.	Children, Families and Outreach Worker role extended beyond Wesley Memorial with additional hours. Forums held for those working with children and young people around the Circuit to share experiences and ideas.	Continue to seek most appropriate ways to support churches across the Circuit.
3. Enabling. We will help people across the Circuit to respond to our calling ‘to serve the present age’ by:		
3.1. Enabling conversations around important issues in our Church and society – including mandated Connexional conversations about marriage and relationships, the Methodist-Anglican covenant, and ministry in the Methodist Church – helping people to ‘disagree well’.	Facilitated and encouraged conversations in the Circuit on the report “God in Love Unites Us”. Consideration of this report has been deferred to the 2021 Methodist Conference.	Develop Eco-Circuit plan alongside the Eco-Church initiatives of individual congregations. Explore ways to promote “A Methodist Way of Life”.
3.2. Encouraging, supporting and training more people to become Local Preachers and Worship Leaders, and providing training for those leading worship by local arrangement.	Small grants available for Local Preacher training.	Resourcing of worship by local arrangement being considered by working group for 2.3.
3.3. Thinking together about how we can respond creatively to changes in our communities, especially new housing developments.	Community Chaplain, Rose Hill, is involved with the National Estate Churches Network, Connexional Digital Church training and CTE New Housing Areas Hub.	Promote relevant talks / events. Facilitate conversation between interested parties.

Financial review

Income trends

Total income was slightly above the prior year at £308,115 (£297,227). Assessments paid by circuit churches, which make up the bulk of regular income, increased to £269,000 (£264,000). The accounts include restricted grant income of £5,700 (£885) from the District Advance Fund in support of the Rose Hill chaplaincy. Investment and rental income also increased modestly.

Expenditure trends

The three main categories of regular expenditure are: ministerial stipends and other employment costs, property maintenance, and contributions (assessments and levies) paid to the District and Connexion to support the wider work of the Methodist Church.

Total employment costs increased to £161,360 (£142,586), reflecting ordained and lay appointments made in the previous year.

Property expenditure of £82,908 was well above the £30,956 incurred in 2018-19 due to major refurbishment of a manse in preparation for the arrival of a new minister.

Amounts payable to the District and Connexion were broadly stable at £65,010 (£65,629).

The Circuit made grant commitments of £120,000 (£69,000), including: £50,000 towards redevelopment of Kidlington Methodist Church to make the premises more welcoming and energy-efficient, £50,000 towards essential roof repairs at Rose Hill and Watlington and £11,000 towards mission and heritage work, based at Wesley Memorial.

Total charitable expenditure was £449,766 (£325,647).

Fund balances

After taking into account unrealised losses on financial investments, total funds carried forward declined by £145,306 to £2,222,794.

Of this total, £1,842,642 is represented by the carrying value of five manse properties, £3,126 by a restricted fund for the upkeep of the churchyard adjacent to the former Headington Quarry Chapel and £100,500 by loans advanced to churches.

Excluding these items, net current assets were £276,652 (£419,692).

Plans for 2020/21 onwards

The budget for the current financial year anticipates a deficit in the unrestricted General Fund.

Employment costs will increase with growth in the number of ordained and lay staff, partially offset by a five-year grant from the Westminster College Oxford Trust to fund chaplaincy work at Oxford Brookes University.

Higher staff numbers will also trigger an increase in the Assessments payable to the District and Connexion, although this will be mitigated by a reduced levy on investments held in the Model Trust Fund.

Property expenditure is an area of uncertainty and will depend on choices made between refurbishment and replacement of manses.

Assessments paid by churches to the Circuit are budgeted to increase by 3% to £277,000. Mindful of the pressures faced by churches as a result of the Covid-19 pandemic, the Leadership Team will continue to work with Treasurers and Trustees and offer appropriate support.

The Circuit intends to budget for a break-even result in the unrestricted General fund in 2021-22.

Over the past two years, the Trustees have pursued a policy of investing surplus funds (in excess of the Reserves Policy) in support of the Circuit's charitable purposes and have committed grants worth £188,000.

As at 31st August 2020, the surplus of unrestricted net assets (c£276,000) over the targeted reserves level (£159,000) stood at £117,000. A previously committed loan of £50,000 to the Wesley Memorial Open Doors project has yet to be drawn down. A further £36,000 has been set aside to cover the anticipated General Fund deficit and levy on the Model Trust Fund in the current year. "Free" reserves are therefore c£31,000.

Basis of preparation and legal framework

The Charity's annual report and accounts for the year ended 31 August 2020 have been prepared in accordance with the Charities Act 2011 and the Charities: Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard(FRS) 102

Full Name of Charity: Oxford Methodist Circuit

Charity Registration Number: 1134618

Date of registration: 3 March 2010 (previously excepted)

Main communication address: Wesley Memorial Church, New Inn Hall Street, Oxford, OX1 2DH.

The members of the Oxford Methodist Circuit Meeting are the Charity Trustees, membership being made up of Circuit office holders, ministers and representatives appointed by the local churches.

Full membership is shown as Appendix A to this report.

Circuit Ministers and officers active during the year

Active Circuit Ministers: Rev. John Anderson

Rev. Paul Carter

Rev. Stephen Maunder

Rev. Miriam Moul (from September 2020)

Rev. Peter Powers (from September 2020)

Rev. Martin Wellings (to August 2020)

Circuit Lay Workers: Mrs Elizabeth Hawkness-Smith

Mrs Melanie McCulloch

Mrs Clare Megarity (to February 2020)

Circuit Stewards: Mr Christopher Butler

Mrs Beverley Clack

Mr Simeon Mitchell

Mrs Bryony Thomas

Mr John Winterbottom

Name of Treasurer who acted as the principal officer overseeing the day to day financial management and accounting for the circuit during the year: Christopher Butler

Independent Examiner: Haines Watts, Sterling House, 19/23 High St., Kidlington, OX5 2DH

Investment Bankers: Central Finance Board of the Methodist Church

Trustees for Methodist Church purposes

Bankers: Barclays Bank, Leicester

Aims and organisation

Charity objective is to act as a Resource provider and co-ordinator within the area around Oxford for the Methodist Church. The purposes of the Methodist Church are and shall be deemed to have been since the Date of Union the advancement of:

- a) The Christian faith in accordance with the doctrinal standards and 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.

Locally, these purposes are worked out through:-

The organisation and resourcing of regular public acts of worship open to members of the church and non-members alike;

The teaching of Christianity through sermons, courses, publications and small group discussion;

The resourcing of pastoral work by stipendiary, salaried and voluntary workers, 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 to the local universities and other institutions.

Public Benefit

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

Structure, Governance and Management

The governing document for the Circuit is the Deed of Union (1932) and Methodist Church Act (1976)

Detailed governance arrangements are outlined within the *Constitutional Practice and Discipline of the Methodist Church (CPD)* by order of the annual Methodist Conference.

Managing trusteeship and overall governance responsibility rests with the Circuit Meeting, which meets at least twice a year.

Day to day management of the circuit is undertaken by the Superintendent Minister, Circuit Stewards and Circuit Leadership Team, in partnership with other officers and committees as appropriate.

Trustee Training

A range of guidance produced by Methodist Connexion to support the effective running of the circuit is distributed to Trustees, including a paper circulated by the Northampton District: "Financial Governance and good practice for Church and Circuit Trustees".

Related Parties

The Circuit is part of the Northampton District and is also accountable to the Methodist Conference.

The following Methodist Churches are part of the circuit:-

Bladon; Cowley Road; Great Milton; Kennington; Kidlington; Lime Walk; Rose Hill; Tackley; Watlington; Wesley Memorial; Woodstock.

The Methodist congregation at Chalgrove has joined St Mary's (Church of England) through a Declaration of Ecumenical Welcome.

There is also a Methodist involvement in the Church of the Holy Family, Blackbird Leys, a Local Ecumenical Partnership.

The Circuit is in receipt of a five-year grant from the Westminster College Oxford Trust Ltd, whose board is appointed by Conference to oversee the continuing relationship between the Methodist Church and Oxford Brookes University, following the merger between Westminster College and Oxford Brookes University in 1999.

Safeguarding

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

Methodist Connexional practice outlines commitment to the following principles:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults when they are vulnerable
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.
- We will carefully select and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes.

- We will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- We will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.
- We will seek to challenge any abuse of power, especially by anyone in a position of trust.
- We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
- In all these principles we will follow legislation, guidance and recognised good practice

The Oxford 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 Oxford 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.

Risk Management

The major risks have been identified and recorded by the Circuit Leadership Team with professional advice taken as required. The Circuit Leadership Team undertakes a regular annual review of risks, the findings of which are presented to the Circuit Meeting for approval. The table below is a summary of the most recent risk management review:



Risk	Mitigation
Failure to protect vulnerable people	Safeguarding policy, training and monitoring
Major unplanned property repairs	Quinquennial surveys; reserves policy
Continued decline in active church members and related income	Strategic planning with churches; reserves policy
Insufficient volunteers to meet statutory requirements or mission objectives	Employment of ordained and lay staff and of professional advisors

Income and Expenditure are monitored and compared with the approved annual budget on a half yearly basis (or more frequently) to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

Reserves Policy

Risk	Reserve Level	£
Manse Repairs	£4,000pa x 5 manses x 2.5 years	£50,000
Temporary care of church building	E.g. essential repairs / planning permission prior to sale	£40,000
Churches unable to sustain assessments	3 months' assessment income	£69,000
	Total	£159,000

Signed on behalf of the Charity's Trustees

Name	Signature	Office	Date
Rev Peter Powers		Chairman	29 March 2021
Mr Christopher Butler		Trustee	28 March 2021

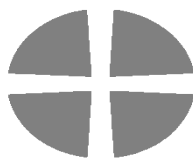
Appendix A: Trustees of the Oxford Methodist Circuit during 2019-20 and to present.

Trustee name	Office (if any)	Dates acted if not for whole period	Name of person (or body) entitled to appoint trustee (if any)
Rev Peter Powers	Chairman	From Sep 2020	
Rev Dr Martin Wellings	Chairman	To Aug 2020	
Rev Stephen Maunder			
Rev Miriam Moul		From Sep 2020	
Rev Paul Carter			
Rev John Anderson			
Mr Simeon Mitchell	Circuit Steward		
Mr John Winterbottom	Circuit Steward & Property Secretary		
Mr Christopher Butler	Financial Steward		
Mrs Bryony Thomas	Circuit Steward	To Sep 2020	
Prof Beverley Clack	Circuit Steward		
Mrs Mel McCulloch			
Mrs Clare Megarity		To Feb 2020	
Mrs Elizabeth Hawkness-Smith			
Mr Malcolm Dodds			Wesley Memorial Methodist Church
Mr Derek Rawson			ditto
Mrs Mary Lines			ditto
Mrs Marilyn King			Kidlington Methodist Church
Mr Graham Kirby			ditto
Dr John Lenton			ditto
Mrs Sue Beuzeval			Woodstock Methodist Church
Mr David Jones			ditto
Mrs Patricia Clapton			Bladon Methodist Church
Mr Philip Rumsby			ditto
Mrs Alicia Rumsby			ditto
Mr Tim Bailey			Tackley Methodist Church
Mrs Vi Banbury			ditto
Mrs Barbara Russell			Lime Walk Methodist Church
Mrs Mary Ross			ditto
Mrs Bryony Thomas			ditto
Mr Jeremy Dawe			Rose Hill Methodist Church
Mr Jeremy Burgess			ditto
Miss Jackie Wright			ditto
Mr Brian Stepney		To Aug 2020	Cowley Road Methodist Church

Trustee name	Office (if any)	Dates acted if not for whole period	Name of person (or body) entitled to appoint trustee (if any)
Mr John Boylan			ditto
Mrs Jan Boylan			ditto
Prof. Joy Hendry		To Aug 2020	ditto
Mr Andrew Quigley			Kennington Methodist Church
Mr Barrie Edwards			Great Milton Methodist Church
Mr Phil Crockett			Watlington Methodist Church
Mrs Kathleen Gomm			ditto
Mrs Judy Crockett			ditto
Mr Trevor Wadcock	Secretary, Property Committee	To Aug 2020	
Dr Simon Blainey	Local Preachers Secretary		
Mrs Joanna Tulloch			Local Preachers
Mr Paul Spray			Ditto
Mrs Alison Matthews	Safeguarding Officer		
Mrs Emma Huber	Action for Children		
Mrs Ann Leck			

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

Name	
Trustees for Methodist Church Purposes	Custodian Trustees



**Circuit
Accruals Accounts
2019-2020**

THE METHODIST CHURCH
ACCOUNTS
(ACCRUALS BASIS)
for the year ended 31 August 2020

Oxford	Circuit
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Registered Charity - Registration number

1134618

District No / Circuit No

23/01

Ministers

Rev Peter Powers
Rev Stephen Maunder
Rev Paul Carter
Rev John Anderson
Rev Miriam Moul

Circuit Stewards

Mr Christopher Butler
Mrs Beverley Clack
Mr Simeon Mitchell
Mr John Winterbottom

Circuit Treasurer

Mr Christopher Butler

Name of Circuit

Oxford

Circuit No

23/01

Statement of Financial Activities (SOFA) for the year ended 31 August 2020

	Notes to the accounts	General Fund (Unrestricted) £	Circuit Model Trust (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2019-20 £
Income							
1 Donations and legacies		375					375
2 Income from monetary investments		873	3,862				4,735
3 Income from investment properties							0
4 Assessments on Churches	3	269,000					269,000
5 Capital Receipts							0
6 Grants received					5,700		5,700
7 Other charitable income	4	28,305					28,305
8 Total income		298,553	3,862	-	5,700	-	308,115
Expenditure							
9 Grants and donations	6	3,000	117,000				120,000
10 Salaries and associated costs	8	155,660			5,700		161,360
11 Property maintenance	9	82,768			140		82,908
12 Connexional assessment	10	35,718					35,718
13 District Assessment & Levy	10	8,157	21,135				29,292
14 Depreciation							0
15 Office expenses	11	5,506					5,506
16 Other outgoings	12	14,184	798				14,982
17 Total charitable expenditure		304,993	138,933	0	5,840	0	449,766
18 Gains/(losses) on monetary investments		-	3,655				-3,655
19 Gains/(losses) on investment properties							
20 Net income/(expenditure)		-6,440	-138,726	0	-140	0	-145,306
21 Transfers between funds							0
22 Other gains/(losses)							
23 Net movement in funds		-6,440	-138,726	0	-140	0	-145,306
24 Total funds brought forward		2,025,361	339,473		3,266		2,368,100
25 Total funds carried forward		2,018,921	200,747	-	3,126	-	2,222,794

Name of Circuit

Oxford

Circuit No

23/01

Statement of Financial Activities (SOFA) for the year ended 31 August 2019

	Notes to the accounts	General Fund (Unrestricted) £	Circuit Model Trust (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2018-19 £
Income							
1 Donations and legacies		500					500
2 Income from monetary investments		566	3,415				3,980
3 Income from investment properties							0
4 Assessments on Churches	3	264,000					264,000
5 Capital Receipts	4						0
6 Grants received					855		855
7 Other charitable income	5	27,680			212		27,892
8 Total income		292,746	3,415	-	1,067	-	297,227
Expenditure							
9 Grants and donations	7	4,000	65,000				69,000
10 Salaries and associated costs	8	141,731			855		142,586
11 Property maintenance	9	30,826			130		30,956
12 Connexional assessment	10	35,472					35,472
13 District Assessment & Levy	10	7,030	23,127				30,157
14 Depreciation							0
15 Office expenses	11	8,415					8,415
16 Other outgoings	12	8,211	850				9,061
17 Total charitable expenditure		235,685	88,977	0	985	0	325,647
18 Gains/(losses) on monetary investments			12				12
19 Gains/(losses) on investment properties							
20 Net income/(expenditure)		57,061	-85,550	0	82	0	-28,408
21 Transfers between funds	13						0
22 Other gains/(losses)							
23 Net movement in funds		57,061	-85,550	0	82	0	-28,408
24 Total funds brought forward		1,968,301	425,023		3,184		2,396,508
25 Total funds carried forward		2,025,362	339,473	-	3,266	-	2,368,100

Balance Sheet as at 31 August 2020

Notes to the Accounts	General Fund (Unrestricted) £	Circuit Model Trusts (Unrestricted) £	Designated Funds (Unrestricted) £	Restricted Funds £	Endowment Funds £	Totals 2020 £	Totals 2019 £
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Fixed Assets

Circuit Manses & Equipment	13	1,842,642				1,842,642	1,842,642
Investment properties						0	0
Investments						0	0
Total fixed assets		1,842,642	0	0	0	1,842,642	1,842,642

Current Assets

Debtors	14	13,105			855	13,960	11,581
Loans by the Circuit	7	100,500				100,500	102,500
Investments with TMCP			323,947			323,947	398,473
Central Finance Board Deposits	5	130,394		3,126		133,520	146,071
Cash at Bank and in hand		6,239		24,145		30,384	4,184
Total current assets		250,238	323,947	0	28,126	602,311	662,809

Current liabilities

Creditors (due in under 1 year)	15	73,959			25,000	98,959	75,351
Grants payable within 2020-21	16		120,200			120,200	62,000
Total current liabilities		73,959	120,200	0	25,000	219,159	137,351
Net current assets/liabilities		176,279	203,747	0	3,126	383,152	525,458

Total assets less current liabilities		2,018,921	203,747	0	3,126	0	2,225,794	2,368,100
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Long term liabilities (due after more than one year)								
Grants payable after 2020-21			3,000				3,000	0
Loans to the Circuit							0	0
							0	0
Net assets		2,018,921	200,747	0	3,126	0	2,222,794	2,368,100

Funds of the Circuit

Funds of the Circuit									
General Fund (Unrestricted)		2,018,921					2,018,921		2,025,361
Circuit Model Trust Fund (Unrestricted)			200,747				200,747		339,473
Designated Funds (Unrestricted)				0			0		0
Total Unrestricted Funds							2,219,668		2,364,834
Restricted Funds					3,126		3,126		3,266
Endowment Funds						0	0		0
Total Funds		2,018,921	200,747	0	3,126	0	2,222,794		2,368,100

Signed 

Circuit Treasurer

1. Basis of accounting and accounting policies.

1.1 Accounting standard

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 with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective from 1 January 2015) – (Charities SORP (FRS 102)).

1.2 Public Benefit entity

The Oxford 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) below.

1.3 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 the trustees present accounts that show a true and fair view of the Circuit's financial position and activities.

1.4 Content

The financial information presented is relevant, reliable 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.

1.5 FRS102 (SORP2015)

These accounts are compliant with FRS102 and with the FRS102 SORP2015. The accounts have been prepared in accordance with applicable charity law in England, this being the Charities Act 2011 and SI 2008/629 (Charities Accounting and Reporting Regulations) and, pending the making of replacement regulations specific to SORP2015 in accordance with Reg.8(4)(d) of SI 2008/629, the charity trustees have departed from the requirement of Reg.8(5) by following SORP(FRS102) instead of SORP 2005 to the extent necessary to give a true and fair view of the circumstances.

1.6 Going concern

Based on the monetary assets and human resources available at 31 August 2020, the trustees believe that the Circuit is a going concern

1.7 Consolidation

The Circuit has denominational regulatory oversight in respect of the work of the Churches within the Circuit but has no legal or operational control of those Churches and their governing bodies except in extreme circumstances. For this reason, the financial statements of the Churches within the Circuit are not consolidated into these financial statements.

1.8 Income recognition

Income is brought into account when there is entitlement and the amount is reliably measurable, once it is more likely than not that the economic benefit of the income will be forthcoming.

Individual amounts categorised as *Other Income* in the SOFA will be shown separately in the Notes if they are considered material.

The Circuit acts as agent in the administration (application, collection and disbursement) of grants requested by Churches within the Circuit from, but not limited to, the District and Connexion. In these matters the transactions are not reflected in the SOFA because they are the income of the Churches.

In accordance with the Charities SORP (FRS102), the time of volunteers is not recognised. Further information on this matter is provided in the Trustees' Annual Report. If goods are donated, a value will be shown in the SOFA or Notes where the value is considered material.

1.9 Expenditure

This is recognised when a liability is incurred, or a constructive obligation arises, where the amount is reliably measurable and it is considered more likely than not that there will be an outflow of economic benefit.

1.10 Grants

Grants made by the Circuit from its own funds are recognised in full at the time of agreement to make a grant without performance conditions or as and when the Circuit accepts that there is a legal or operational obligation to make the payment if it is subject to performance conditions. When the grant to be accrued is recurrent over more than one year the balance payable in future years, discounted to net present value where the difference is material, is treated as a provision for future commitments in the balance sheet against the appropriate fund, the provision being released in future years in accordance with the originally agreed terms. In cases where the grant has been charged to one fund but for ease of payment has been transferred to another fund any future payment provision is applied to the fund from which the grant will ultimately be paid.

1.11 VAT

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

1.12 Tangible fixed assets

These are capitalised if they can be used for more than one year, and individually cost at least £250.

The freehold and/or long leasehold residential property is shown in these accounts at deemed historical cost representing each property's gross carrying value as at 1 September 2015, being that property's insurance reinstatement value or, if acquired after that date, at its insurance reinstatement value at the date of acquisition. No depreciation is provided because the trustees consider the current residual value of the property in its present condition to be not less than its historical cost and, in the absence of any evidence of impairment, any depreciation provision for the buildings component of the property would be immaterial.

From time to time the Circuit may be required to assume responsibility for Church premises following closure and cessation of worship. This results in the Circuit becoming Managing Trustees for the property. At that time the property is recognised as an asset at its anticipated new sale price as determined by a professional valuation and after taking into consideration the levy to be charged by the Connexion. Any expenditure on such assets, if held for reinvestment of the proceeds, as the trustees determine, that it is likely to enhance sale value is capitalised at the time the expenditure is incurred. Where the proceeds are intended to be spent on activities, the property is included in current assets at the lower of cost and realisable value.

1.13 Monetary investments

The Circuit's investments are in monetary assets classified as basic financial instruments under FRS102 and are held by the Trustees for Methodist Purposes (TMCP) as custodian trustees. The valuations, at market value, are those provided by TMCP. The unrealised gains arising on investments at the end of the year are shown in the SOFA.

Investment Property

From time to time the Circuit may hold residential property (formerly manse) which is surplus to its normal staffing requirements. Where this is the case and it is anticipated that the property is unlikely to be used as a manse within a period of five years, the property is classified as an Investment Property (whether let or not) and any lets are at market rates unless there is a compelling reason not to do so in furtherance of the Circuit's charitable objectives. Any such cases would be specified in a later Note.

1.14 Bank and Receivables and Payables; Cash (Basic Financial Instruments)

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

expected to be paid. The liquid funds of bank balances and deposit fund balances are shown at their realisable values.

1.15 Loans as Basic Financial Instruments

Where concessionary loans (i.e. at below market rates of interest) are made to (or received by) the Circuit to further its charitable purposes, and are repayable after more than one year, they are initially recognised at the amount paid (or received), with the carrying value adjusted in subsequent years to reflect repayments and any accrued interest, adjusted for any impairment, if necessary.

Where there is objective evidence of impairment, an immediate impairment loss is recognised in the SOFA. Subsequent reversals of impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in the SOFA.

Where loans require the calculation of discounted cash flow valuation, this will also be recognised.

1.16 Methodist Connexional Funds

The Methodist Connexion raises assessments against Circuits and these are paid quarterly to their Districts. The Circuit raises assessments against Churches in the Circuit. The District quarterly remits to The Methodist Church Fund most of the sum received from the Circuits, retaining a small sum to meet its own costs. The Circuit may act as agent for *ad hoc* collections for various funds controlled and administered by The Methodist Church. Any such collections will be detailed in a later note.

1.17 Funds

The trustees have adopted a policy for all unrestricted reserves which is attached as a separate document.

1.18 Endowment funds

Where the Circuit holds money that may not be spent and must be retained (as capital) to generate an income the money or assets to be retained are classified as an Endowment Fund. The capital will be shown in the balance sheet in the column for endowment funds. The income may be restricted or unrestricted depending on the terms of the endowment.

1.19 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 cost of repairs, maintenance, buildings insurance, Council Tax and water charges. These figures are not separately disclosed as benefits-in-kind for ministers as HMRC does not seek to tax these receipts in the hands of ministers.

2. Glossary of terms

CFB: The Central Finance Board of the Methodist Church manages a Common Deposit Fund and a series of pooled investment funds for Methodist entities in Great Britain and provides investment advice to those entities.

Church: a group of members from fewer than 10 to more than 300.

Circuit: a group of Methodist Churches near each other, typically between 10 and 30.

Circuit Meeting: The trustees of the Circuit, most of whom are appointed by their local Churches, and others by virtue of a role they undertake for the Circuit and/or their local Churches. All trustees are members of the Methodist Church.

CLT (Circuit Leadership Team): A group (comprising mostly, but not exclusively) of Circuit trustees responsible for the day to day administration and policy formulation of the Circuit. Generally the CLT comprises the Ministers stationed within the Circuit and the Circuit Stewards.

CMTF: Circuit Model Trust Fund.

Connexion: The Methodist Church in Great Britain which includes the Head Office at Methodist Church House, all Methodist Districts, Circuits and Churches in Great Britain.

Connexional Funds: The Designated and/or Restricted Funds held and administered by the Connexion in furtherance of its charitable and mission objectives.

District: a group of contiguous Circuits, usually between 15 and 30.

DAF: District Advance Fund.

FRS: Financial Reporting Standard.

HMRC: Her Majesty's Revenue and Customs.

Lay Employees: Personnel employed by the Circuit on generally accepted commercial employment terms.

MCH: Methodist Church House (Finance Section).

MMPS: Methodist Ministers' pension Scheme.

PASLEMC: Pensions and Assurance Scheme for Lay Employees of the Methodist Church.

Pensions Trust: The Pensions Trust, the organisation through which the Circuit arranges a pension scheme for its Lay Employees.

Presbyters: Probationer or Ordained Methodist Ministers who have pastoral and administrative responsibility for the Churches in the Circuit.

SOFA: Statement of Financial Activities.

SORP: Statement of Recommended Practice.

TMCP: Trustees for Methodist Church Purposes, the legal owner and custodian Trustee of all Methodist Model Trust Property, including Legacies, Endowments and Accumulated Funds.

3. Assessments on churches

The Circuit is comprised of 11 churches and each is assessed for a contribution to meet the overall net cost of the Circuit. The Circuit aims to cover all of its net core costs from the assessments. An Assessment on Churches is determined annually by a formula which takes into account the relative number of members and average adult attendees in each church, and its relative income (after deduction of certain actual and notional expenses). Assessments on churches are received quarterly or monthly in advance and are treated as prepayments on a receivable basis. If any church has not paid its assessment by the due date the sum in question is also treated as a creditor. The churches concerned and the assessments for the years 2019-20 and 2018-19 were:

Church	2019-20	2018-19
Bladon	5,055	5,525
Cowley Road	14,182	13,327
Great Milton	6,852	5,698
Kennington	10,690	10,080
Kidlington	28,144	26,174
Lime Walk	32,802	35,208
Rose Hill	12,126	10,774
Tackley	9,297	8,803
Watlington	14,052	12,627
Wesley Memorial	112,486	114,703
Woodstock	23,314	21,080
Circuit totals	269,000	264,000

4. Other charitable income (unrestricted)

This income consists principally of rent received from manses temporarily let.

	2019-20	2018-19
Rents received	28,280	27,639
Misc.	25	41
Total	28,305	27,680

5. Restricted and endowment funds

The Circuit has a restricted fund for the upkeep of the Churchyard adjacent to the former Headington Quarry Chapel. Income was £0 (£212) and expenditure £140 (£130). Grant funding and any other income received for a specified purpose is also treated as restricted. The Circuit has no endowment funds.

6. Grants and donations

Grants made or committed	2019-20	2018-19
Wesley Memorial (Open Doors)		50,000
University of Durham (Underground Story - biblical literacy project)		15,000
Kidlington (Transformation)	50,000	
Rose Hill (Roof)	25,000	
Watlington (Roof)	25,000	
Wesley Memorial Mission & Heritage	11,000	
Wesley Memorial - Rainbow House	9,000	3,000
Small grants		1,000
Total	120,000	69,000

Of the £15,000 grant towards the Underground Story project, £9,000 is included in current liabilities and is contingent on the project team securing sufficient funds for this second phase of the project.

7. Loan advances

Loan Advances	2019-20	2018-19
Bladon	100,500	100,500
Watlington	0	2,000
Total	100,500	102,500

In 2018-19, a loan of £50,000 was approved for the Wesley Memorial Open Doors project which has yet to be drawn down.

8. Stipends, salaries and associated costs

The Circuit paid 4 ministers (one part-time) in both 2019-20 and 2018-19, plus small amounts to supernumerary ministers who undertook preaching appointments.

	2019-20	2018-19
Stipends	87,396	81,333
Allowances	859	450
N.I.	7,890	7,467
Pension contribution	20,056	19,504
Preaching fees	500	1025
Total	116,701	109,779

The Circuit began the year with three part-time lay employees and ended the year with two:

- Children, Families and Outreach Worker based at Wesley Memorial;
- Community Chaplain based at Rose Hill, part-funded by the Northampton District.

A part-time Circuit Administrator has been appointed who will start in November 2020.

Salaries	36,186	23,638
N.I.	1,999	1,601
Pension contribution	2,187	1,418
Total	40,372	26,657

Travel expenses were incurred primarily by ordained and lay staff.

Travel expenses	4,287	6,150
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Total Salaries and associated costs	161,360	142,586
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The ministers and lay employees are members of the Circuit Meeting.

9. Property costs

These costs were incurred on maintenance and running costs of five manses, either occupied by presbyters or temporarily let. The Circuit also pays for the quinquennial inspections of its constituent churches. Major refurbishment work was carried out on the manse at Westbury Crescent in preparation for occupation by a minister.

	2019-20	2018-19
Occupied manses	69,928	21,332
Let manses	10,446	8,928
Church expenditure, incl. quinquennials	2,394	566
Total	82,768	30,826

Note 9a. Costs of Ministers and Trustees

The members of the Circuit Meeting are the trustees of the Circuit. The stipends, employer's NIC and employer's pension contributions and other expenses of the Ministers of the Circuit are paid by the Circuit (administered by MCH). The lay employees are employed by the Circuit (administered by MCH).

The manses are provided by the Circuit and the Circuit maintains the property. The values of Council Tax and water charges paid by the Circuit (included in the table above) are not separately disclosed here as HMRC does not regard this as benefit in kind in the hands of the minister.

Apart from the above no trustees receive payment for the duties that they undertake on behalf of the Circuit. Members of the CLT are reimbursed for some travel expenses and for small items of expenditure properly incurred in furthering the smooth working of the Circuit.

10. District and Connexional Assessments & Levies

The District and Connexional Assessments (Northampton District) are calculated using a formula that takes account of the relative numbers of ministers in the Circuit, liquid funds and unrestricted reserves of the member churches. These assessments are assigned here to the General Fund. There are also District and Connexional Levies on the CMTF (see Note 17 below).

	2019-20	2018-19
Connexional Assessment	35,718	35,472
District Assessment	8,157	7,030
District Levy on Model Trust Fund	21,135	23,127

11. Office expenses

	2019-20	2018-19
Contribution to Wesley Memorial for Circuit Office	2,085	4,170
Stationary, phone (net of contributions for personal use), postage, copying, etc.	3,421	4,245
Total	5,506	8,415

12. Miscellaneous expenditure and other outgoings

	2019-20 General	2019-20 CMTF	2018-19 General	2018-19 CMTF
Garden maintenance	3,432		3,235	
Relocation, removal expenses of ministers	4,859		297	
Fees of Independent Examiner	1,740		1,740	
Conference minutes, Circuit preaching plans and similar	772		849	
Website maintenance	481		144	
Payroll charge, incl. Apprenticeship levy	1,074		1061	
Other unallocated expenditures	1,662		641	
TMCP admin charge	0	798	0	850
Training, recruitment	164		244	
Total	14,184	798	8,211	850

13. Fixed assets

Fixed assets comprise five manses and the Quarry Churchyard and are unchanged.

Manse	£
Ramsay Road	361,167
Upland Park Road	457,615
Oxford Road, Kidlington	312,946
Westbury Crescent	380,037
Watlington	330,876
Quarry Churchyard	1
Total	1,842,642

14. Debtors & advance payments

Item	£
Advance payment of stipends	12,724
Accrue District Grant for Rose Hill chaplaincy	855
Other	381
Total	13,960

15. Creditors due within one year

Item	2019-20 General	2019-20 Restricted	2018-19
First Quarter assessments received in advance from churches	63,929		61,422
Grant received in advance		25,000	4,845
Employment costs	501		770
Property costs	3,578		3,939
Other	5,951		4,375
Total	73,959	25,000	75,351

The restricted grant of £25,000 is the first of five equal annual instalments towards the cost of providing a part-time ordained member of the chaplaincy team at Oxford Brookes University.

16. Grants payable

Grant payable	< 1 year	> 1 year
Wesley Memorial (Open Doors)	50,000	
University of Durham (Underground Story)	9,000	
Kidlington (Transformation)	50,000	
Watlington (Roof)	8,200	
Wesley Memorial - Rainbow House	3,000	3,000
Total	120,200	3,000

17. Related parties

None of the Circuit Trustees made donations direct to the Circuit during the year or in the previous year. All the Circuit Trustees are members of the Methodist Church (and hence related to the Circuit, District and Connexion); almost all are Trustees of one or more of the Churches in the Circuit, and a small number may also be Trustees of other Connexional bodies. Such related parties identified as donors to, or recipients from, the Circuit in the year 2019-20, and the amounts involved (excluding loans) are:

Connected organisation	From Circuit	Received by Circuit
Methodist Church Fund (see Note 10)	35,718	
Northampton District (Note 10)	29,292	5,700
Circuit Churches (Notes 3, 6, 11)	122,085	269,000
Westminster College Oxford Trust (Note 15)		25,000
Totals	187,095	299,700

No other material related party transactions were identified by the trustees.

18. Capital commitments and contingent liabilities

In addition to the grants payable itemised in Note 16, a loan of £50,000 has been approved to the Wesley Memorial Open Doors project.

Of the £15,000 grant towards the Underground Story project, £9,000 is included in current liabilities and is contingent on the project team securing sufficient funds for this second phase of the project.

In October 2020, the Trustees approved a sum of up to £5,000 to be provided to Rose Hill to cover repairs required due to water ingress.

RESERVES POLICY

Report on behalf of

Oxford Circuit Meeting
(*Church Council/ Circuit Meeting/District)

To

Northampton District
(*Circuit Meeting/District)

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charity Commission guidance in CC19.

- (i) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money
- (ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

(v) Our Report is attached overleaf



* please delete as appropriate

To be completed by Receiving Body

The

*Circuit Meeting/District received the RESERVES POLICY of

*Church Council/Circuit Meeting/District

Policy accepted and acknowledgement sent to the trustees

YES ☐/NO ☐

Policy noted and the following enquiries made of the trustees

Responses received and any further action taken

*Circuit/District

Signatures

Date.....

* Please delete as appropriate

RESERVES POLICY of

Oxford Circuit Meeting 23/01(*Church Council ☐/Circuit Meeting ☐/District ☐)

1.	General Funds held at Y/E 31/08/2020	£276,526
2.	Restricted Funds held “	£3,126
3.	Endowment Funds held “	£

4. Reserves policy for General Funds

General Funds noted above are unrestricted net current assets, excluding loans to churches.

The Trustees consider it reasonable and prudent to maintain unrestricted reserves to mitigate the following risks (current £ values in brackets): manse repairs (£50,000); temporary care of church building (£40,000); churches unable to sustain assessments (£69,000). Target unrestricted reserve level is therefore £159,000.

A previously committed loan of £50,000 to the Wesley Memorial Open Doors project has yet to be drawn down. A further £36,000 has been set aside to cover the anticipated General Fund deficit and levy on the Model Trust Fund in the current year. “Free” reserves are therefore considered to be £31,000.

5. Policy for Restricted Funds

The Circuit has a Restricted Fund for the upkeep of the Churchyard adjacent to the former Headington Quarry Chapel: £3,126 (£3,266).

The Circuit is in receipt of restricted grant funding from the Northampton District over two years towards the cost of the Rose Hill Chaplain appointment. This is recognised as income progressively over the period of employment. At 31 August 2020, this was represented by a debtor of £855.



The Circuit is also in receipt of restricted grant funding from Westminster College Oxford Trust over five years towards the cost of providing an ordained member of the chaplaincy team at Oxford Brookes University. At 31 August 2020, this was represented by a creditor of £25,000.

6. Terms relating to Endowment Funds held

This Reserves Policy has been approved by

Circuit Meeting


(*Church Council ☐/Circuit Meeting ☐/District ☐)

Treasurer	Trustee
Full name Christopher Butler	Full Name Rev Peter Powers
Signature 	Signature 

Name of Circuit ...Oxford..... No...23/01.....

Declarations and Scrutiny

I confirm that these accruals-based accounts for the year to 31 August 2020 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  Date..... 28/03/2021

Name and address of treasurer: Christopher Butler, Hill House, Bridge Street, Islip, Kidlington
..... Post Code OX5 2TD

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2020 were presented to the Circuit meeting held on 16/03/2021

Signature of the Chair of the meeting 

Name of the Chair of the meeting Rev. Peter E. Powers Date 29/03/2021

Independent Examiner's Report to the Trustees of the Oxford Methodist Circuit

Charity Number 1134618

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Oxford Methodist
Circuit for the year ended 31 August 2020 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 ...Oxford..... No ...23/01.....

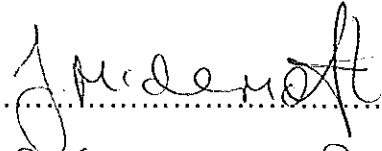
Independent Examiner's Statement

The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the ACCA.

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.

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.

Signature of independent examiner 

Name of independent examiner JODIE ELIZABETH McDERMOTT

Relevant professional qualification of independent examinerACCA.....

Name of firm :Haines Watts Oxford LLP

Address: 19/23 Sterling House, High Street, Kidlington, Oxford

Post Code: OX5 2DH

Date 20/04/2021