

**THE METHODIST CHURCH**  
**TEMPLATE REPORT AND ACCOUNTS**  
**(ACCRUALS BASIS)**  
for the year ended 31 August 2020

**LONDON MISSION (NORTH WEST)** Circuit

Registered Charity - Registration number

1134748

LONDON MISSION (NORTH WEST)

Circuit No

35 / 12

**Ministers**

REVEREND Paul Hill -SUPERINTENDENT
REVEREND Jonathan Mead
REVEREND Esther Akam

**Circuit Stewards**

Katherine Oduro
Yaw Botchway

**Circuit Treasurer**

WILL QUANSAH
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**LONDON MISSION (NORTH WEST) CIRCUIT  
TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2020**

**Introduction**

As a Methodist circuit of four churches, we are an open fellowship of disciples who worship Christ and proclaim the gospel. We are committed to outreach into the community and seek to improve people's quality of life. We are also committed to working and engaging with other churches and other faiths, whenever possible.

**Review of the year**

All churches in the London (North West) Methodist Circuit have provided regular acts of worship led by our Ministers (presbyters), Local Preachers and Worship Leaders. However, worship has mainly been conducted via Zoom since the National Lockdown in March 2020 due to the coronavirus pandemic. Our church buildings are primarily used for worship, but are also used by numerous church and community groups for other purposes, particularly social and educational. The pandemic has made life challenging and difficult and, in line with government guidance, church worship and other activities have had to adapt, or, sadly, be discontinued for the time being.

**Income trends**

Circuit income is significantly drawn from the assessment paid by the circuit churches. The rental income relates to the rental of a manse and former church which is used by Westminster City Council.

**Expenditure trends**

Stipend expenditure has increased each financial year in line with conference approved increases.

Just over 13% 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.

**Fund balances**

As at 31 August 2020 the net current assets of the Circuit were £250,083 giving over 12 months cover for expenditure.

**Plans for 2020/21**

Circuit financial plans for the coming year have been prepared on the basis that there remains 2.5 full time ordained staff with anticipated cost of living stipend increases combined with an increase in the assessment paid to the district such that a 0% assessment increase has been requested from the circuit churches. It is hoped that with the lifting of the lockdown due to the pandemic, our church buildings will be able to open fully once more for worship, church activities and community purposes.

## **LONDON MISSION (NORTH WEST) Circuit**

### **Trustees Annual Report on Finance and Governance**

#### **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 (FRSSE) 2015

Full Name of Charity: London Mission (North West) Methodist Circuit

Registration Charity Number: 1134748

Date of registration 9th March 2010

Main communication address: 32 Kingswood Avenue, London NW6 6LR

The members of the London Mission North West Methodist Circuit meeting are the Charity Trustees, membership being made up of circuit office holders, ministers and representatives appointed by the local churches.

#### **Circuit Ministers and officers**

Active Circuit Ministers: Rev Dr Paul Hill (Superintendent Minister); Rev Jonathan Mead; Rev Esther Akam

Circuit Stewards: Ms Katherine Oduro; Yaw Botchway

Treasurer: Mr Will Quansah acts as the principal officer overseeing the preparation of the Report and Accounts.

Independent examiner: Mr Andrew Sobitan FCCA, Suite 112, AJP Centre, 152-154 Coles Green Road, London NW2 7HD

Investment Bankers: Central Finance Board of the Methodist Church

Trustees for Methodist Church Purposes

## **LONDON MISSION (NORTH WEST) Circuit**

### **Aims and organisation**

Charity objective is to act as a Resource provider within the areas of North Paddington (around Fernhead Road), Kilburn (around Quex Road), Gospel Oak and Kensal Rise.

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

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 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 to the local university 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 by order of the annual conference (CPD).

Day to day management of the circuit is undertaken by the officers of the Circuit Leadership Team and other committees convened for specific purposes, such as the Worship Leaders and Local Preachers' Meeting.

### **Trustee Training**

A range of guidance produced by Methodist Church and Charity Commission for England and Wales to support the effective running of the circuit is made available, as appropriate, to all trustees. the publication *The essential trustee: what you need to know, what you need to do* is specifically made available to all new Circuit Meeting members as an induction to their role as trustees.

## **Related Parties**

The Circuit is part of the London District of the Methodist Church and is also accountable to the Methodist Conference. The following Methodist Churches are linked to the circuit: Fernhead Road; Kilburn; Kensal Rise and Gospel Oak

### **LONDON MISSION (NORTH WEST) Circuit**

## **Risk Management**

The Circuit Leadership Team reviews the regulatory framework in which the Circuit operates – with professional advice sought as required. Additionally, as part of risk management, income and expenditure is monitored monthly to ensure that it is in line with expected forecasts, to prevent fraud, and to ensure any 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:

- 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 London (North West) Mission 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 London (North West) Mission 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 a minimum sum equivalent to 6 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on the manses and/or to be able to continue, in the short term, to fund planned activities in the event of being able to raise the full Circuit contribution (Assessment) from the churches.

**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 £
<b>Income</b>							
1 Donations and legacies							-
2 Income from monetary investments	2	381	793				1,174
3 Income from investment properties		107,347					107,347
4 Assessments on Churches	3	64,052					64,052
5 Capital Receipts							-
6 Grants received							-
7 Other charitable income							-
<b>8 Total income</b>		<b>171,781</b>	<b>793</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>172,574</b>
<b>Expenditure</b>							
9 Grants and donations	4	60,000					60,000
10 Salaries and associated costs	5	92,415					92,415
11 Property maintenance	6	28,212					28,212
12 Connexional assessment & model trust levy			311				311
13 District Assessment & Levy		28,184					28,184
14 Depreciation							-
15 Office expenses	7	326					326
16 Other outgoings	8	2,304					2,304
<b>17 Total charitable expenditure</b>		<b>211,441</b>	<b>311</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>211,752</b>
18 Gains/(losses) on monetary investments		-2,641					-2,641
19 Gains/(losses) on investment properties							
<b>20 Net income/(expenditure)</b>		<b>-42,301</b>	<b>482</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-41,819</b>
21 Transfers between funds							-
22 Other gains/(losses)							
<b>23 Net movement in funds</b>		<b>-42,301</b>	<b>482</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-41,819</b>
24 Total funds brought forward							-
<b>25 Total funds carried forward</b>		<b>-42,301</b>	<b>482</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-41,819</b>

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

	Notes to the account s	General Fund (Unrestricted) £	Circuit Model Trust (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2018-19 £
<b>Income</b>							
1 Donations and legacies							-
2 Income from monetary investments	2	416	302				718
3 Income from investment properties		114,784					114,784
4 Assessments on Churches	3	64,051					64,051
5 Capital Receipts							-
6 Grants received							-
7 Other charitable income		5,539					5,539
<b>8 Total income</b>		<b>184,790</b>	<b>302</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>185,092</b>
<b>Expenditure</b>							
9 Grants and donations	4						-
10 Salaries and associated costs	5	90,125					90,125
11 Property maintenance	6	24,399					24,399
12 Connexional assessment & model trust levy			302				302
13 District Assessment & Levy		29,120					29,120
14 Depreciation							-
15 Office expenses	7	289					289
16 Other outgoings	8	1,576					1,576
<b>17 Total charitable expenditure</b>		<b>145,509</b>	<b>302</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>145,811</b>
18 Gains/(losses) on monetary investments		585					585
19 Gains/(losses) on investment properties							
<b>20 Net income/(expenditure)</b>		<b>39,866</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,866</b>
21 Transfers between funds							-
22 Other gains/(losses)							
<b>23 Net movement in funds</b>		<b>39,866</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,866</b>
24 Total funds brought forward							-
<b>25 Total funds carried forward</b>		<b>39,866</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,866</b>



**Balance Sheet as at 31 August 2020**

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Notes to the Accounts	General Fund (Unrestricted) £	Circuit Model Trusts (Unrestricted) £	Designated Funds (Unrestricted) £	Restricted Funds £	Endowment Funds £	Totals 2019/20 £	Totals 2018/19 £
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**Fixed Assets**

Circuit Manses & Equipment	3,870,345					3,870,345	3,870,345	R
Investment properties								R
Investments								
<b>Total fixed assets</b>	<b>3,870,345</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,870,345</b>	<b>3,870,345</b>	

**Current Assets**

Debtors	61,360					61,360	13,064	S
Loans by the Circuit	11,985					11,985	11,985	
Investments with TMCP	183	37,247				37,430	39,591	
Central Finance Board Deposits	1,868			100,000		101,868	50,541	T
Cash at Bank and in hand	31,241			6,199		37,440	178,871	
<b>Total current assets</b>	<b>106,637</b>	<b>37,247</b>	<b>-</b>	<b>106,199</b>	<b>-</b>	<b>250,083</b>	<b>294,052</b>	

**Current liabilities**

Creditors (due in under 1 year)	360					360	2,510	U
Grants payable within 2018-19								V
<b>Total current liabilities</b>	<b>360</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>360</b>	<b>2,510</b>	
<b>Net current assets/liabilities</b>	<b>106,277</b>	<b>37,247</b>	<b>-</b>	<b>106,199</b>	<b>-</b>	<b>249,723</b>	<b>291,542</b>	

<b>Total assets less current liabilities</b>	<b>3,976,622</b>	<b>37,247</b>	<b>-</b>	<b>106,199</b>	<b>-</b>	<b>4,120,068</b>	<b>4,161,887</b>	
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**Long term liabilities**

<b>(due after more than one year)</b>								
Grants payable after 2018-19	19,000					19,000	19,000	V
Loans to the Circuit								
<b>Net assets</b>	<b>3,957,622</b>	<b>37,247</b>	<b>-</b>	<b>106,199</b>	<b>-</b>	<b>4,101,068</b>	<b>4,142,887</b>	W

**Funds of the Circuit**

General Fund (Unrestricted)	3,957,622					3,957,622	3,997,281	
Circuit Model Trust Fund (Unrestricted)		37,247				37,247	39,407	W
Designated Funds (Unrestricted)			-					
<b>Total Unrestricted Funds</b>						<b>3,994,869</b>	<b>4,036,688</b>	
Restricted Funds				106,199		106,199	106,199	
Endowment Funds					-			
<b>Total Funds</b>	<b>3,957,622</b>	<b>37,247</b>	<b>-</b>	<b>106,199</b>	<b>-</b>	<b>4,101,068</b>	<b>4,142,887</b>	

### **1. Accounting policies**

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102)). The financial statements are drawn up on the historical cost basis of accounting.

The financial statements include all transactions, assets and liabilities for which the circuit is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The circuit meets the definition of a public benefit entity under FRS 102.

### **Fund**

The funds held constitute: General Funds held for any purpose of the Circuit which are Unrestricted. The Circuit Model Trust Fund has wider purposes defined in Standing Orders and is categorised as unrestricted. Restricted funds which are held for a narrower purpose. There are no Endowment fund.

### **Incoming Resources**

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.

### **Resources Expended**

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 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 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.

### **Tangible fixed assets**

In accordance with the requirements of the Methodist Church guidance for 2005/06 standard form of accounts, the Freehold Land and Buildings were brought into the accounts for the first time in 2006/07. The properties have been revalued at 31 August 2012 to reflect the 2011/12 insurance valuation.

### **Investments**

Investments are valued in the balance sheet at market value at the year end. 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**

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

### **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

## 2. Investment income and interest

			2020	2019
	Unrestricted funds	Restricted funds		
	£	£	£	£
Interest	1,174	-	1,174	718
Income from investment Properties	107,347	-	107,347	114,784
	108,521	-	108,521	115,502

## 3. Circuit assessment

			2020	2019
	Unrestricted funds	Restricted funds		
	£	£	£	£
Kensal Rise Meth Church	16,013	-	16,013	16,013
Fernhead Road Meth Church	16,013	-	16,013	16,013
Quex Road Methodist Church	16,013	-	16,013	16,013
Gospel Oak Methodist Church	16,013	-	16,013	16,013
	64,052	-	64,052	64,052

## 4. Grants and donations

			2020	2019
	Unrestricted funds	Restricted funds		
	£	£	£	£
Gospel Oak Meth Church	15,000	-	15,000	-
Kilburn Meth Church	15,000	-	15,000	-
Kensal Rise Meth Church	15,000	-	15,000	-
Fernhead Road Meth Church	15,000	-	15,000	-
	60,000	-	60,000	-

## 5. Stipends and staff cost

			2020	2019
	Unrestricted funds	Restricted funds		
	£	£	£	£
Stipends	65,136	-	65,136	62,190
Employer's National Insurance	5,736	-	5,736	5,781
Pension costs	16,626	-	16,626	15,995
Associated costs	4,917	-	4,917	6,159
	92,415	-	92,415	90,125

## 6. Maintenance of Manses

			2020	2019
	Unrestricted funds	Restricted funds		
	£	£	£	£
Building repairs and maintenance	21,758	-	21,758	17,423
Insurance	4,934	-	4,934	4,840
Rates	1,520	-	1,520	2,136
	28,212	-	28,212	24,399

## 7. Office expenses

	2020		2019	
	Unrestricted funds	Restricted funds		
	£	£	£	£
Model trust levy	311	-	311	302
Adm Charges Payroll	326	-	326	290
	<u>637</u>	<u>-</u>	<u>637</u>	<u>592</u>

## 8. Other expenditure

	2020		2019	
	Unrestricted funds	Restricted funds		
	£	£	£	£
Ministry, resources & training	1,169	-	1,169	338
Administration & other expenses	775	-	775	877
Profesional fee	360	-	360	360
	<u>2,304</u>	<u>-</u>	<u>2,304</u>	<u>1,575</u>

## 9. Tangible fixed assets

	2020	2019
	£	£
Freehold Properties	3,870,345	3,870,345
	<u>3,870,345</u>	<u>3,870,345</u>

## 10. Debtors

	2020	2019
	£	£
Prepayment	61,360	13,064
Other debtors	11,985	11,985
	<u>73,345</u>	<u>25,049</u>

## 11. Creditors

	2020	2019
	£	£
Accruals	360	2,150
Grant commitments payable	19,000	19,000
	<u>19,360</u>	<u>21,150</u>

Name of Circuit: North West London Mission

No. 35/12

## 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: 23 March 2021

Name of treasurer: Will Quansah

### Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2020 ~~were~~/will be\* presented to the Circuit meeting held on 23 March 2021

Signature of the Chair of the meeting:

Name of the Chair of the meeting: Rev Dr. Paul Hill

Date 23 March 2021

## Independent Examiner's Report to the Trustees of the North West London Mission Circuit

Charity Number 35/12

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the North West London Mission 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

## Independent Examiner's Statement

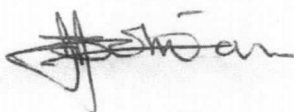
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records; 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 *Delete if not applicable ie all R&P accounts*
- the trustees' annual report is not consistent with the accounts *Delete if not applicable ie all R&P 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/~~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: Andrew Sobitan

Relevant professional qualification of independent examiner: FCCA

Name of firm (where appropriate): Andrew & Co

Address: Suite 112, AJP Business Centre,

152-154 Coles Green Road, London. Post Code NW2 7HD

Date: 23 March 2021