



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 09	Year 2020		Day 31	Month 08	Year 2021

Section A Reference and administration details

Charity name Kirkby Stephen, Appleby & Tebay Methodist Circuit

Other names charity is known by none

Registered charity number (if any) 1134881

Charity's principal address 50 South Road, Kirkby Stephen, Cumbria

Postcode CA17 4SN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	AS CHARITY COMMISSION WEBSITE			
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Deed Of Union (1932) and Methodist Church Act (1976)
How the charity is constituted (eg. trust, association, company)	Act of Parliament
Trustee selection methods (eg. appointed by, elected by)	Appointed by local churches and existing trustees Ministers are automatically trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Induction/Training

- ◆ Range of guidance produced by Methodist Connexion.

Structure

- ◆ Part of the Cumbria District.
- ◆ Accountable to the Methodist Conference.

Risks

- ◆ Considered by the Circuit Leadership Team.
- ◆ Take professional advice as required.
- ◆ Regular review process.
- ◆ Adopted Safeguarding Policy and ensured it is rolled out to the individual churches

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

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

<p>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.</p>	<p>The Circuit produces a quarterly preaching plan to ensure regular acts of worship take place at each of the 12 Methodist Churches and 2 Local Ecumenical Partnership in its geographical area. These are open to all people, without charge.</p> <p>We confirm the trustees have had regard to the Charity Commission's guidance on public benefit</p> <p>All work undertaken by church members/trustees is carried out on a voluntary basis except for the 2 ministers and circuit administrator</p>
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Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In the 2020/21 accounts: 99% of the Circuit's income was provided by the local churches.

36% of expenditure was on pay and related costs. 9% of expenditure was on property 10% of expenditure is our contribution to the District, of which part is used to fund the work of the wider Methodist Church.

The Circuit Model Trust Fund had a balance, at the year end, of £133,489. This fund derives from sales of chapels and manses and is no longer restricted by the Conference. It can now be used for a variety of purposes but the Circuit Leadership team has drawn up a set of ground rules, which have been accepted by the Circuit Meeting, to ensure grants made from the Circuit Model Trust Fund are used effectively for mission and capital works. Grants amounting to £8000 were approved for 1 scheme.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Annual development reviews are undertaken for the 2 ministers.

The Circuit Policy/Strategy is reviewed regularly.

There is a grant giving procedure in place which is administered by the Circuit Leadership Team.

There are established youth activities and groups.

A Food Bank has been set up and referrals are made from a number of organisations for the food to be distributed.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Reserves Policy for the Kirkby Stephen, Appleby & Tebay Circuit is to aim to hold a sum equivalent to 6 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on manes and / or to be able to continue, in the short term, funding planned activities in the event of the closure of a large church or an inability to raise the full Circuit Assessment from churches. As part of our forward planning, expenditure forecasts are prepared looking 2 years ahead. It is necessary to hold sufficient working capital to enable the quarterly payment of stipends and business expenses for 2 ministers and our contribution to the District.

Reserve policy for general funds-Unallocated funds are to be used for proposed refurbishment projects which are being considered and to facilitate the mission of the churches in the Circuit as per the Circuit Mission Policy.

Terms relating to endowment fund held- Single permanent endowment – access to capital is not allowed. Annual interest to general fund is permitted.

Details of any funds materially in deficit

There are none.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)	Rev Stephen Radford	
Full name(s)	Rev Stephen Radford	
Position (eg Secretary, Chair, etc)	Circuit Superintendent	
	25/6/22	

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

KSAT

Circuit

FOR THE YEAR ENDED
31 AUGUST 2021

Cumbria

District

Circuit no

09-Jul

Registered Charity - Charity Registration number

1134881

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'd Stephen Radford

Rev'd Andrew Sterling

Circuit Stewards:

Mrs Glenda Burton

Mr Rowland Woof

Treasurer:

Mr David Barker

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		107,450			107,450	126,955
a3	Capital receipts			48,167		48,167	64,552
a4	Bank and CFB interest and Investment income		85	417		502	1,290
a5	Grants						
a6	Other receipts		15,501			15,501	9,893
a7	TOTAL RECEIPTS		123,036	48,584		171,620 (a8)	202,690

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		74,339			74,339	76,540
b3	Manse Costs		7,598			7,598	7,615
b4	Administration etc		9,560	235		9,795	9,922
b5	District Assessment		20,248			20,248	23,356
b6	Grants & donations		8,000			8,000	19,978
b7							
b8	Other payments		7,679	15,373		23,052	25,269
b9	TOTAL PAYMENTS		127,424	15,608		143,032 (b9)	162,680

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(4,388)	32,976		28,588	40,010
c2	Total funds brought forward from last year		65,707 483,415	117,708		183,415 (c6)	143,405
c3	Sub total	(c1+c2)	179,027	32,976		212,003	183,415
c4	Transfers and adjustments		17,196	(17,196)			(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	196,223	15,780		212,003 (c8)	183,415 (c6)

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SECTION D							
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS							
d	(these amounts should not be included in total receipts/payments above)						
d1	Balance brought forward from last year						
d2	Offerings/Gifts - received for external organisations					1,918	1,157
d3	Offerings/Gifts - passed to external organisations					1,918	1,157
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)						

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 Education & Youth	368	2,334	(1,966)		21,858	19,892
e2 Upper Eden Food Bank	18,798	14,162	4,636		3,401	8,037
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds	19,166	16,496	2,670		25,259 (e11)	27,929 (e12)
e9 Circuit accounts (totals brought forward from page 2 - totals column)	171,620 (a8)	143,032 (b9)	28,588	(c7)	183,415 (c6)	212,003 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	190,786	159,528	31,258		208,674 (x)	239,932 (y)
TOTAL RECEIPTS		TOTAL PAYMENTS				

Continue on a separate sheet if necessary and bring the totals forward

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	23,798	54,527
f3 Bank Deposit Account		
f4 Central Finance Board	41,908	23,987
f5 Trustees for Methodist Church Purposes	117,709	133,489
f6 Other funds		
f7 SUB TOTAL	183,415 (c6)	212,003 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	25,259 (e11)	27,929 (e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	208,674 (x)	239,932 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2020	At 31 August 2021
g1 Investments (include Endowments)	2107	2493
g2 Land and Buildings (see notes re Insurance value)	926,091	849,091
g3 Other Assets	17,932	17,932
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 ... KIRKBY STEPHEN APPLEBY 9 TEDDY No. 09/07

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  Date 24/10/21

Name and address of treasurer D. T. BARIKER, 9 FRANKLAND PARK
ORTON, PENRITH Post Code CA10 3RP

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 25/11/2021

Signature of the Chair of the meeting 

Name of the Chair of the meeting REV STEPHEN CADFORD Date 25/10/21

Independent Examiner's Report to the Trustees of the

KSAT Circuit

Charity Number 1134881

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 ... KIRKBY STEPHEN APPLEBY 9 TEDDY No. 09/07

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Signature of treasurer [Signature] Date 24/10/21

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Signature of the Chair of the meeting Rev [Signature]

Name of the Chair of the meeting REV STEPHEN CADFORD Date 25/10/21

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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 ... KIRKBY STEPHEN APPLEBY & FEBAY ... No ... 08/07

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 *H M Holmes*

Name of independent examiner Miss H M Holmes BSc FCA

Relevant professional qualification of independent examiner FCA (ICAEW)

Name of firm (where appropriate) J. Noel Paul & Co

Address 21 MARKET STREET, KIRKBY STEPHEN

..... CUMBRIA Post Code CA17 4RS

Date 19/11/2021

* delete or circle as appropriate

Sep-21