



Trustees' Annual Report for the period

Period start date

From

Period end date

To

Day
01
Month
09
Year
2021

Day
31
Month
08
Year
2022

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)

AS CHARITY COMMISSION WEBSITE

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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)

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 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.

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)

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.

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

All work undertaken by church members/trustees is carried out on a voluntary basis except for the 2 ministers and circuit administrator

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 2021/22 accounts: 99% of the Circuit's income was provided by the local churches.

35% of expenditure was on pay and related costs. 9% of expenditure was on property 9% 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 £257877.26 . 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. One Grant amounting to £4157 was approved.

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 manses 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 G

Declaration

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

Signed on behalf of the charity's trustees

Rev Stephen Radford	Signature(s)
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Rev Stephen Radford	Full name(s)
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Circuit Superintendent	Position (eg Secretary, Chair, etc)
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/6/23

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

KSAT	Circuit
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FOR THE YEAR ENDED
31 AUGUST 2022

Cumbria	District	Circuit no	09/07
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Registered Charity - Charity Registration number

1134881

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

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(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		102,435	N1		102,435	107,450
a3	Capital receipts						48,167
a4	Bank and CFB interest and Investment income		109	521		630	502
a5	Grants						
a6	Other receipts		9,971			9,971	15,501
a7	TOTAL RECEIPTS		112,515	521		113,036 (a8)	171,620

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		76,591			76,591	74,339
b3	Manse Costs		9,531			9,531	7,598
b4	Administration etc		7,890	380		8,270	9,795
b5	District Assessment		19,732			19,732	20,248
b6	Grants & donations		4,177			4,177	8,000
b7							
b8	Other payments		30,595	26,949		57,544	23,052
b9	TOTAL PAYMENTS		148,516	27,329		175,845 (b9)	143,032

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(36,001)	(26,808)		(62,809)	28,588
c2	Total funds brought forward from last year		78,514	133,489		212,003 (c6)	183,415
c3	Sub total	(c1+c2)	42,513	106,681		149,194	212,003
c4	Transfers and adjustments		22,668	(22,668)		(c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	65,181	84,013		149,194 (c8)	212,003 (c6)

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				2,202	1,918
d3	Offerings/Gifts - passed to external organisations				2,202	1,918
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 2022 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	132	750	(618)		19,892	19,274
e2 Upper Eden Food Bank	15,190	5,478	9,712		8,037	17,749
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds	15,322	6,228	9,094		27,929 (e11)	37,023 (e12)
e9 Circuit accounts (totals brought forward from page 2 - totals column)	113,036 (a8)	175,845 (b9)	(62,809) (c7)		212,003 (c6)	149,194 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	128,358	182,073	(53,715)		239,932 (x)	186,217 (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 2022

	OPENING BALANCES	CLOSING BALANCES
i1 Cash in hand	54,527	47,270
i2 Bank Current Account		
i3 Bank Deposit Account	23,987	17,911
i4 Central Finance Board	133,489	84,013
i5 Trustees for Methodist Church Purposes		
i6 Other funds	212,003 (c6)	149,194 (c8)
i7 SUB TOTAL	27,929 (e11)	37,023 (e12)
i8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	239,932 (x)	186,217 (y)
i9 TOTAL CASH FUNDS HELD BY CIRCUIT		

SECTION G

OTHER ASSETS and LIABILITIES

g1 Investments (include Endowments)
g2 Land and Buildings (see notes re Insurance value)
g3 Other Assets
g4 Loan(s) - show amount outstanding at year end
g5 Other Liabilities

At 1 September 2021	At 31 August 2022
2493	2337
849,091	1,020,877
17,932	21,746
	25,000

i4 Include only Funds held at the Central Finance Board
i5 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 i5)

Name of Circuit KSAT No. 09/07

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2022 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 [Signature] Date 21/10/22

Name and address of treasurer D.T. BARKEE

9 FRANKLAND PARK, CRITON Post Code CA10 3RP

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2022 ~~were~~ will be* presented to the Circuit meeting held on 24th November 2022

Signature of the Chair of the meeting [Signature]

Name of the Chair of the meeting DAVIDA STANLEY Date 22/10/2022

JOHN RADFORD

Independent Examiner's Report to the Trustees of the

..... KSAT METHODIST Circuit

Charity Number 1134881

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the KSAT Methodist Circuit for the year ended 31 August 2022 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

KSAT

No

09/07

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

Helen 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 4QS

Date

12/1/2023

* delete or circle as appropriate

Sep-22