

STAINES AND FELTHAM METHODIST CIRCUIT

TRUSTEES REPORT SEPTEMBER 2023 – AUGUST 2024

Aims and purposes

The Circuit is responsible, with the Superintendent and the Ministers appointed to the Circuit, for the spiritual and material well-being of the circuit, and for upholding and acting upon the decisions of the Circuit Meeting. (SO 531).

Circuit Stewards have particular rights and duties which are set out in The Constitutional Practice and Discipline of the Methodist Church which is reviewed and published annually. Part 5 in particular deals with the role of the Circuit Meeting and SO's 532 -534, 540,552 and 610 have particular application.

The Circuit Meeting is also specifically responsible for the maintenance of the 3 Circuit Manses, the cottage at Englefield Green, the Village Centre and the church buildings in the Circuit.

Over the year many of our properties have applied for work to be carried out in order to maintain the properties. All such applications have been considered by the Circuit Meeting and processed accordingly.

Objectives and Activities

As a Methodist Circuit we will endeavour to:

- Underpin everything we do with God centred worship and prayer
- Support community development and action for justice, especially among the most deprived and poor - in Britain and worldwide
- Develop confidence in evangelism and in the capacity to speak of God and faith in ways that make sense to all involved
- Encourage fresh ways of being Church
- Nurture a culture in the Church which is people-centred and flexible

Achievements and Performance

Worship and Prayer

Services are held regularly at all churches in the Circuit as can be ascertained from the Circuit Plan which is produced on a quarterly basis.

The number of Churches now holding evening Services is 1. Once again details of this can be found on the Plan.

We have a team of 11 Local Preachers, 8 of whom are available to lead services, with 1 "on trial". They provide valuable support to the Presbyters in fulfilling the Services on the Plan, but on occasion it is necessary to call upon Visiting Preachers or to arrange "Own Arrangement" Services. We also have 4 Worship Leaders who are able to assist in leading worship at their local Church.

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Some Churches hold Prayer Meetings either as formal events on the Calendar or as part of their weekly House Groups. These provide invaluable support for the Circuit.

District Synod

The Ministerial Staff and elected members from the Circuit attend two Synods each year whilst an additional Synod is held in March for Presbyters.

Pastoral Care

Those Churches with large enough congregations have Pastoral Committees or the equivalent in SCLEP's. In smaller churches the Church Councils review pastoral situations as part of their meetings. Each church has a team of pastoral visitors who maintain contact with members and those associated with the local church. In addition the Ministers in the Circuit make regular home visits and provide Holy Communion when requested.

Mission and Evangelism

All churches had been engaged in Mission and Evangelism in their communities. St Jude's continue to develop their Church Development Plan. The United Church of Egham holds a regular coffee morning, as does the church at Staines who also have fortnightly lunches for the community on a Thursday. Woodthorpe continues to explore closer links with another denomination to use the premises for a community café every week. They have also commenced discussions with a local Architect regarding the use of their land and possibly forming links with a local prison. Ashford Common maintains a weekly offer of age-appropriate activities for children at the weekly Sunday morning service and further reaches out with the work of their Boys' Brigade Company. Initial steps have been taken to work with a local charity to instigate a programme of monthly intergenerational services. Ashford Common also engages with their community in regular barbecues and garden activities following some of their services. Southville continues to work with parents, carers and their children and these may well become part of their regular activities. Christ Church are building strong links with their community in a variety of ways, many of which involve meals together. These activities are designed to enable people to have conversations about faith and how this relates to everyday life.

Ecumenical Relationships

Each church in the Circuit has a relationship with their own "Churches Together". Ministers endeavour to attend meetings whenever possible although this is complicated by the fact that this can mean attendance at multiple groups. Joint events between the churches are arranged and Methodist representation is good.

Financial Review

Total receipts on unrestricted funds (General Funds) were £258,167 This is used for all day to day expenditure including Ministerial and lay employee salaries, Methodist Church Fund, District Expenses (running costs for the district) and the 3 Ministerial Manses. Full details are in the attached Financial Statements.

Most of the financial income comes from the churches via their assessment / share.

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Reserves policy

The Circuit Meeting's policy is to maintain a balance of unrestricted funds, which equates to at least six months unrestricted payments, equivalent to £145,269. This is to cover emergency situations that may arise from time to time.

It is our policy to invest Reserve funds with the CFB (Methodist Church Central Finance Board).

Volunteers

Like many circuits, volunteers are not great in number and some posts are difficult to fill. This continues to impose an additional load on many of the active volunteers already in post.

Structure, governance and management

The method of appointment of Circuit Meetings representatives are Election by the Churches of the Circuit from their members. Designated office holders of the Circuit are elected by the Circuit Meeting.

The Circuit Meeting is responsible for making decisions on all matters of general concern and importance to the Circuit including deciding on how the funds of the Circuit are to be raised and spent.

The full Circuit Meeting representatives meet 3 times during the year with an average level of attendance of 62%. Given its wide responsibilities the Circuit Meeting has some committees each dealing with a particular aspect of Circuit and Wider life. These committees which include Local Preachers Meeting, Circuit Leadership Team and the Invitation Committee report back to it regularly with minutes of their deliberations being received by the full Circuit Meeting and discussed as necessary.

Administrative information

The Circuit is situated in Surrey and Greater London. It is part of the South East District of the Methodist Church. The correspondence address is The Circuit Office, Woodthorpe Methodist Church, Clarendon Rd, Ashford TW15 2QR.

The Circuit Meeting members are the Trustees and those who have served from 1st September 2023 – 31st August 2024:

Church Representatives:

WOODTHORPE (Clarendon Rd):

Verna Doe Jill Britton (Treasurer)

STAINES:

Geoff Nicholson (Treasurer), Pauline Shilston, Roz Sendorek

WOODTHORPE (Edinburgh Drive):

Graham Wells Jill Britton (Treasurer)

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SOUTHVILLE:	Marilyn Woodley (Treasurer), Robina Howliston, Maggie Netto
ASHFORD COMMON:	Justin Camis (Treasurer), Chris Morton (Church Steward)
EGHAM	Jean Morwood, Jane Mackerness (Church Secretary), Jane Leckie
ENGLEFIELD GREEN	Brian Hooker (Treasurer)
CIRCUIT MINISTERS	Andrew Reed, Kofi Tekyi-Ansah, Judith Allford, Andy Watkins
SUPERNUMERARY STAFF	Julie Underwood
CIRCUIT STEWARDS	Roger Griffiths, Marilyn Woodley, Jonathan Griffiths Pauline Shilston
SECRETARY	Maggie Netto
L.P. SECRETARY	Paul Murphy
6 LOCAL PREACHERS	Margaret Ash, Sheila Hassan, Shirley Price, Jonathan Perkins, Vacancy, Vacancy
REPS. FROM CIRCUIT:	
	Property Marilyn Woodley
	Missions Vacancy
	Network Vacancy
	Missions Vacancy
	MWiB Vacancy
	MHA Vacancy
	Connexional Funds Jonathan Griffiths
	Webmaster Jonathan Griffiths
	Safeguarding: Andrew Reed

4 REPS. NOMINATED BY THE CIRCUIT MEETING:

Marilyn Woodley, Maggie Netto, Vacancy, Vacancy

Report prepared by the Circuit Leadership Team September 2024

Received by Circuit Meeting: 17th March 2025

Signed: *Andrew Reed*

STAINES AND FELTHAM METHODIST CIRCUIT

UnRestricted Funds Accounts SEPTEMBER 2023 - August 2024

INCOME							
Assessments & WM	£	217,335.20		Saleries & STIPENDS ETC.	£	201,384.96	
Banking	£	9.10		Visiting Preachers Fees	£	-	
T.J.Fear Trust	£	9.10		Methodist Stipends etc	£	83,080.74	
Lloyds Bank Interest	£	-		URC MOM/Wider Ministry	£	19,377.00	
CFB Interest				Secretarial Fees	£	8,464.80	
Reserves Account				SFMC Aprentice Levy	£	806.37	
Income From EGVC re Payroll	£	93,746.20		EGCV Payroll	£	89,656.05	
				Travel	£	3,060.76	
				Staff Car Mileage	£	2,793.99	
				Staff Cyc	£	-	
				Staff Reimbursments	£	125.87	
				Super	£	-	
				Other	£	140.90	
Houses	£	33,097.88		Houses Costs	£	31,569.20	
				Council Tax	£	5,865.25	
				Water	£	978.93	
				Maintenance	£	1,295.45	
				Property Refurbishments	£	-	
				Insurance	£	2,760.92	
				Security System	£	710.40	
Manse Rental Income	£	21,100.00		Agents Fees (7GR)	£	1,519.20	
				Maintenance (7GR)	£	5,745.80	
				Insurance	£	2,262.44	
68 Victoria Street	£	11,997.88		Agent Fees (68VS)	£	951.00	
				Maintenance (68VS)	£	2,372.48	
				Maintenance 68VS (SFMC)	£	-	
				Insurance	£	607.33	
				St Judes ECC	£	6,500.00	
Other Property	£	-		Other Property	£	2,091.00	
Christ Church Feltham	£	-		Christ Church Feltham	£	2,091.00	
				Administration	£	6,673.57	
				Manse Telephone	£	1,496.34	
				Office Phone	£	1,300.68	
				Mobile Phone	£	966.04	
				Other Phone	£	-	
				Accounting	£	432.00	
				Printing, Publications, Publicity	£	653.26	
				Computer	£	374.39	
				Office Supplies	£	762.23	
				Relocation Allowance	£	-	
				Website / Zoom	£	685.63	
				Other Admin	£	3.00	
				Quinnquennials	£	8,964.80	
				Insurance (Non Property)	£	171.40	
				Legal Fees	£	-	
				CPD	£	-	
				District Expenses	£	19,903.00	
				The Methodist Church Fund	£	4,790.00	
				Missions	£	297.05	
				Methodist Women in Britian	£	116.00	
				Property	£	1,290.00	
				Retirement	£	633.00	
				London	£	114.00	
				Housing	£	633.00	
Other Receipts	£	4,122.60		Other Payments	£	20,845.78	
				Safeguarding / DBS	£	56.00	
				Legal Expenses	£	386.40	
				Bank Charges	£	43.38	
				Paid by Circuit for Churches	£	1,374.00	
				Circuit Service Collections Disp	£	-	
				Circuit Grants and Donations	£	6,700.00	
				Other	£	12,286.00	
	£	254,564.78			£	302,537.52	
B/F 01/09/23	£	55,189.86		Balance to Carry Forward	£	7,217.12	
Benevolent	£	200.00					
Education & Youth Wvork	£	136.30					
General	£	67,196.77					
Manse	£	9,602.79					
Local Preachers	£	306.08					
Vision and Stratagy	£	2,219.66					
external Org	£	4,470.87					
Wendover Road	£	26,646.13					
UFC Feltham	£	(2,463.20)					
Englefield Village Centre	£	(53,125.54)					
	£	309,754.64			£	309,754.64	

RESTRICTED FUNDS 2023-2024

Circuit Model Trust Fund (Trust 22361)

Brought Forward	£	168,102.81	
WITHDRAWALS	£	65,352.34	
District leve to DAF	£	5,905.14	
Feltham Manse (F)	£	-	
Egham Manse €	£	4,380.00	
Ashford Manse (A)	£	-	
68 Victoria Street (68VS)	£	15,067.20	
Legal Fees	£	-	
To General	£	-	
Grants for Churches / EGVC	£	40,000.00	
TMCP Admin Charge	£	479.09	
Deposit	£	7,029.02	
Income ***	£	-	
Interest on deposit	£	7,029.02	
Carried forward	£	109,300.40	

* Grants to Churches £ 40,000.00

SMC - AV Grant	£	20,000.00
EGVC 1st of 3 Yearly	£	20,000.00

CFB GENERAL ACCOUNT

Brought forward	£	1,683.70
Transfers in from General	£	5,000.00
Transfers in from TMCP		
Other Income		
Payments *		
Interest on Deposit	£	174.31
Carried Forward	£	6,858.01

* Payment from CFB General

CFB RESERVES ACCOUNT

Brought forward	£	46,515.55
Transfers in from General	£	7,000.00
Transfers in from TMCP		
Other Income	£	897.81
Payments *		
Interest on Deposit	£	2,530.34
Carried Forward	£	56,943.70

* Payment from CFB Reserves

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

Staines & Feltham Circuit

Circuit

FOR THE YEAR ENDED
31 August 2024

South East

District

Circuit no

36/5

Registered Charity - Charity Registration number

1135633

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

N/A

(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 Andrew Read

Rev Dr Kofi Tekyi-Ansah

Circuit Stewards:

Mrs Pauline Shilston

Mr Roger Griffiths

Mrs Marilyn Woodley

Mr Jonathan Griffiths

Mrs Maggie Netto

Treasurer:

Mr Roger Griffiths

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		217,335			217,335	117,220
a3	Capital receipts						
a4	Bank and CFB interest and Investment income		2,714	7,029		9,743	7,074
a5	Grants						
a6	Other receipts		38,118			38,118	226,945
a7	TOTAL RECEIPTS		258,167	7,029		265,196 (a8)	351,239

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		204,446			204,446	188,943
b3	Manse Costs		44,548	19,447		63,995	92,999
b4	Administration etc		6,845	479		7,324	6,646
b5	District Assessment		19,903	5,905		25,808	17,481
b6	Grants & donations			40,000		40,000	7,680
b7							18,956
b8	Other payments		14,796			14,796	82,409
b9	TOTAL PAYMENTS		290,538	65,831		356,369 (b9)	415,114

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(32,370)	(58,802)		(91,173)	(63,875)
c2	Total funds brought forward from last year		125,641	168,103	(22,252)	271,492 (c6)	336,478
c3	Sub total	(c1+c2)	93,271	109,300	(22,252)	180,319	272,604
c4	Transfers and adjustments		(22,252)		22,252		(1,112)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	71,019	109,300		180,319 (c8)	271,492 (c6)

SECTION D						
d	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS (these amounts should not be included in total receipts/payments above)					
d1	Balance brought forward from last year				4,471	5,583
d2	Offerings/Gifts - received for external organisations					713
d3	Offerings/Gifts - passed to external organisations				3,083	1,825
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)				1,388	4,471

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 2023 and Internal Organisations reporting to the Circuit Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross receipts and payments totals of the Circuit. If gross income exceeds the Accruals threshold of £250,000, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the Circuit and connected Circuit Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1						
e2						
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds					(e11)	(e12)
e9 Circuit accounts (totals brought forward from page 2 - totals column)	265,196 (a8)	356,369 (b9)	(91,173)	(c7)	271,492 (c6)	180,319 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	265,196	356,369	(91,173)		271,492 (x)	180,319 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F**STATEMENT OF ASSETS AND LIABILITIES****CIRCUIT - CASH FUNDS HELD at 31 August 2024**

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	55,190	7,217
f3 Bank Deposit Account		
f4 Central Finance Board	48,199	63,802
f5 Trustees for Methodist Church Purposes	168,103	109,300
f6 Other funds		
f7 SUB TOTAL	271,492 (c6)	180,319 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	271,492 (x)	180,319 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2023	At 31 August 2024
g1 Investments (include Endowments)	983	
g2 Land and Buildings (see notes re Insurance value)	2,012,000	
g3 Other Assets		
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)

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2024 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

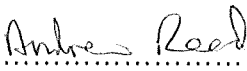
Signature of treasurer  Date.....

Name and address of treasurer Mr Roger Griffiths

16 Walsham Road, Feltham, Middlesex. TW14 0JD

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2024 were/will be* presented to the Circuit meeting held on 17.3.25.....

Signature of the Chair of the meeting 

Name of the Chair of the meeting ANDREW REED Date 19.3.25.....

Independent Examiner's Report to the Trustees of the Staines & Feltham Circuit

Charity Number 1135633

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 2024 set out on pages 1 to 2 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

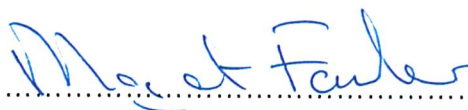
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- 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 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 Margaret Fowler

Relevant professional qualification of independent examiner FMAAT

Name of firm (where appropriate) Margaret Fowler

Address 55 Gilmore Crescent

Ashford, Middlesex

Post Code TW15 2DD

Date

7/2/2025

* delete or circle as appropriate

Form reviewed

May-23