

## Leigh and Hindley Methodist Circuit

### TRUSTEES' ANNUAL REPORT FOR THE PERIOD 1st SEPTEMBER 2021 to 31st AUGUST 2022

#### SECTION A REFERENCE AND ADMINISTRATION DETAILS

**Registered Charity Number:** 1142805

**Charity's Principal Address:** Kingsleigh Methodist Church, King Street, Leigh WN7 4LR

**The Trustees who manage the charity:**

Trustee name	Office (if any)	Dates acted. (If not for whole year)	Name of body entitled to appoint trustee	Leadership team
Jean Aldred	Chair Lay Appointment & Circuit Steward	Deceased May 2022	Ex-Officio	Yes
Gillian Baglee	Circuit Meeting Secretary & Circuit Steward		Ex-Officio	Yes
Marian Bilsbury			Astley & Tyldesley Church	
Rev'd. K. Bland	Minister		Ex-Officio	Yes
Delia Caswell			Glazebury Church	
David Clayworth	World Mission		Hindley St. John's Church	
Janet Crozier			Glazebury Church	
Joyce Daniels	Local Preachers Secretary, Synod Representative.		Ex-Officio	
Alan Eaves			Astley & Tyldesley Church	
Rev'd. J. Fisher	Supernumerary		Ex-Officio	Yes
Susan Fisher	Circuit Treasurer, Circuit Steward, Synod Representative		Ex-Officio	Yes
Nick Fletcher			Kingsleigh Church	
Margaret Freeborn			Bag Lane Church	
Keith Garbett			Atherton Central Church	
Irene Goodhew			Atherton Central Church	
Joanne Grundy			Glazebury Church	
Maureen Hilton	Circuit Steward, Synod Representative		Ex-Officio	Yes
Janette Hutchinson			Culcheth Church	
Janet Jennions			Hindley St. John's Church	
Rev'd. B. Jones	Supernumerary	Deceased June 2022	Ex-Officio	
Rev'd. M. Jones	Supernumerary		Ex-Officio	
Philip Kennedy			Hindley Green Church	
Jean Leech			Bedford Church	
Janice MacKenzie			Hindley St. John's Church	
Thomas Martin	Circuit Steward		Ex-Officio	Yes
Jean Maryan			Astley & Tyldesley Church	
Kevin Meredith			Bedford Church	

Susan Mooney			Kingsleigh Church	
Vera Nelson			Bedford Church	
Lynda Nuttall			Atherton Central Church	
David Ogilvy			Culcheth Church	
Anne Parry			Wigan Road Church	
Mavis Power			Bag Lane Church	
Valerie Pownall			Bedford Church	
Vicky Robinson			Hindley Green Church	
Rev'd. W. Robinson	Superintendent Minister		Ex-Officio	Yes
Dorothy Simm			Wigan Road Church	
Elizabeth Smith			Hindley Green Church	
Susan Stewart			Wigan Road Church	
Edith Todd			Bag Lane Church	
Rev'd. S. Whitehead	Supernumerary		Ex-Officio	
Andrew Wilcox			Bamfurlong Church	
Stan Worgan			Bamfurlong Church	

#### **PROFESSIONAL BODIES EMPLOYED BY THE CIRCUIT 2021/2022**

Suki Kaur at Bruton Knowles (Chartered Surveyors), 60 Church Street, Birmingham, B3 2DJ

Sapphire Homes (Estate Agents), 20 King Street, Leigh. WN7 4LG

Joanne Russell at Sinton Solicitors, Barrack Road, Newcastle upon Tyne, NE4 6DB

## **SECTION B STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Description of the charity's trusts:**

The governing document is the Deed of Union (1932) and Methodist Church Act (1976). Act of Parliament, the Charity Commission, constitutes the charity.

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

Local churches or circuit organisations and the existing trustees appoint new trustees. Ministers and circuit stewards are automatically trustees.

### **Induction and Training for Trustees**

A range of guidance produced by Methodist Connexion is issued to new trustees including the leaflet 'The Role of a Trustee in the Methodist Church' and they are offered the support of the Circuit Meeting Secretary. From time to time training sessions are provided on a range of aspects of the role of Trustees.

### **Structure**

The Circuit is part of the Bolton and Rochdale Methodist District and appoints representatives to its meeting (The District Synod) and is accountable to the Methodist Conference.

A Circuit Leadership Team (CLT) that comprises of the Ministers and the Circuit Stewards supports the Meeting of the Trustees (Circuit Meeting). The CLT advises the Circuit Meeting and ensures that its decisions are enacted.



**Risks:** A standing modest risk to the Circuit is the ability of Churches to pay the financial assessment so that the Circuit can meet its costs. During the recent Covid pandemic and various lockdowns the Churches ability to pay their assessments was adversely affected with some having to dig deep into reserves. In 2021/2022 as Churches fundraising activities and premises lettings began to return to some sort of normality finances for some have begun to look better. Due to some hard work and generosity all 11 Churches were able to pay their full assessments for the financial year 2021/2022.

A possible risk is the overloading of the ministers, particularly the Superintendent due to the extra workload this role entails. But at the moment the 2 ministers and part-time supernumerary are managing. During this past year we have identified the possibility of Churches worshipping and working together in Hubs. Although this is in it's early stages we are hopeful that everyone will find it beneficial. However long term there is a continuing risk as ministers leave the circuit over time, that the Methodist Church may not be able to replace them, given a national shortage of presbyters.

Across the Circuit some Churches are struggling to recruit new office holders, with some individuals feeling unable to retire despite long service. This poses a risk to good governance and limits the energy available to pursue new initiatives and look outwards to serve the communities within which the churches sit. The Circuit itself has struggled to find new Circuit stewards to join the Leadership team.

The community sees Circuit and Church organisations as safe places and many young children and vulnerable adults use them. The risk of inappropriate behavior is controlled by application of the statutory procedures for the Safeguarding of Children and Vulnerable Adults. Additionally, in the year, the Circuit updated its Safeguarding Policy using the model that had been recommended by the Methodist Church. Churches are responsible for ensuring that the requirements are met in all their activities. The Circuit appoints a Safeguarding Officer supported by a Safeguarding Coordinator and ensures that each Church appoints its own Safeguarding Officer. The Circuit Safeguarding Officer supports them and calls meetings to share good practice. Training sessions are made available for all those in Churches and Circuit organisations involved in work with Children and Vulnerable adults. The Circuit monitors that all those who are required to do training or refresher training have attended and completed the necessary training.

## **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.

## **SECTION D**

### **ACTIVITIES AND ACHIEVEMENTS**

#### **Part 1**

##### **Summary of the main activities under taken for the public benefit in relations to these objects.**

The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit. The Circuit produces a quarterly preaching plan to ensure regular acts of worship take place at each of the 11 Methodist Churches in its geographical area. These are open to all people without charge. The Churches welcome all families for baptisms, marriages and funerals and make their facilities available for community use.

The Circuit continues to support a Food Bank operating in the centre of Leigh under the auspices of the Trussell Trust.

Volunteers and the ministers of the Circuit, especially from Bedford and Hindley Green Churches, support the work of Bedford Hall and Westleigh Methodist Primary Schools whose children and families include many of no or different faiths. An example is the "It's Your Move" programme designed to support children in their transition from Primary School to High School. The schools feel privileged to be able to offer this support to all children. The Foundation Governors continue to play a pivotal part in the life of the schools. The Circuit had also employed a part-time schools chaplain to work in both schools.

Individual Churches within the Circuit operate a variety of community services for young and old which are open to all regardless of faith. These include Luncheon and Coffee clubs for people and varied youth activities.

Mission priorities were recently revised to recognise progress on earlier priorities:

"As the Leigh and Hindley Methodist Circuit we are determined:

1. To Love the Lord our God with all our heart, soul and mind. Our first priority is to worship Him, and grow in faith;
2. To be a prayerful people;
3. To explore all God-given opportunities to share the good news of Jesus with others;
4. To be prepared to consider new ideas in order to extend our mission;
5. To love and care for all God's people but especially the vulnerable and all who are struggling;
6. To encourage, support and give a voice to under 25's, building upon, and investing in, the children's and youth work already happening within the Circuit;
7. To continue to work and pull together as a Circuit and as sections."



## **SECTION D**

### **ACTIVITIES AND ACHIEVEMENTS**

#### **Part 2**

#### **Summary of other activities.**

##### **The Ministerial Team**

Reverend Katharine Bland joined the Circuit on the 1<sup>st</sup> September 2020.

Reverend John Fisher continues to work as a part-time Supernumerary.

Reverend Wilfred Robinson joined the Circuit as Superintendent Minister on the 1<sup>st</sup> September 2021.

##### **Lay Employees**

In 2021/22 we started the year with three lay employees: a part-time circuit administrator, Andrea Metcalfe, a part-time lay pastoral assistant, Eileen Groves, and a part-time schools chaplain, Vicky Tyrrell.

In March 2022 the funding for Eileen Groves role as a lay pastoral assistant came to an end.

In May 2022 Andrea Metcalfe resigned as the part-time circuit administrator to move to York with her family. The job was advertised but currently we have not been able to employ a new administrator, the role is to be relooked at.

In August 2022 Vicky Tyrrell the part-time schools chaplain came to the end of the fixed 3-year contract and the decision was taken at the June Circuit meeting not to renew the contract.

##### **Local Preachers and Worship Leaders**

Local Preachers and Worship Leaders have returned to meeting in person, with the occasional Zoom meeting as required.

##### **Governance**

The Circuit Meeting and CLT are now able to meet in person to conduct business.

Churches and Circuit continue to carry out their legal duties in respect of pensions for lay employees, with the circuit treasurer supporting churches to do so. GDPR requirements are also adhered to.

##### **Circuit Property**

Regular maintenance and minor improvements have been undertaken at the manses at Marsh Brook Close, Hindley, Burton Close, Culcheth and Stour Rd, Astley to ensure that they continue to meet the required standards.

At the 2021 September Circuit Meeting the decision was made by the members to put Stour Road manse up for sale. TMCP were advised and the due process for the sale was put in place. Bruton Knowles were employed to undertake a structural survey following which Sapphire Estate agents (Leigh) were instructed to put the property up for sale. Sinton's Solicitors (Joanne Russell) dealt with the legal side of the sale. At the 31<sup>st</sup> August an offer of £359,000. had been accepted but the sale had yet to be finalised.

##### **Circuit Grants to Churches**

During 2021/2022 3 churches took advantage of the grants to churches scheme to purchase IT equipment to help facilitate streamed services and enhance their normal worship.

In March 2022 the final payment of £5000 was paid to Culcheth Methodist Church towards their Youth for Christ worker.

##### **Epworth Education Trust (formerly Acorn Academy)**

The Circuit continues to work closely with the two Methodist Primary Schools in Leigh – Bedford Hall Methodist and Westleigh Methodist. Both are now part of the Epworth Trust, created in November 2020 and this now includes Nutgrove Primary, Rosehill Primary, Summerseat Primary and Wesley Primary Schools. The schools are extremely proud of their Methodist inheritance and the positive impact it makes upon all aspects of school life. Circuit ministers and church members have been going into both schools on a regular basis to take assemblies and use "Open the Book". Special services have seen the two schools share together. Both schools have a number of church members on their board of foundation governors. Both schools have a higher percentage than the national average of children supported by the additional Pupil Premium to address the needs of those from particularly disadvantaged backgrounds. They deploy these resources to provide a wide range of practical and learning support for these pupils, ranging from breakfast clubs to employment of additional teaching assistants and subsidising educational trips. The work of the pastoral managers is of great value in supporting pupils from struggling families and ensuring effective safeguarding of pupils.

In their most recent inspections as part of the Statutory Inspection of Anglican and Methodist Schools (SIAMS) Bedford Hall was rated as Excellent and Westleigh was rated Outstanding.

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Leigh & Hindley	Circuit
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**FOR THE YEAR ENDED  
31 AUGUST 2022**

District	Circuit no	06/07
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**Registered Charity - Charity Registration number**

1142805

**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 Wilfred Robinson
Rev Katharine Bland
Rev John Fisher

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**Circuit Stewards:**

Gillian Baglee
Maureen Hilton
Thomas Martin

--

**Treasurer:**

Susan Fisher
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## SECTION A

		Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
	Note	£	£	£	£	£
a1	<b>RECEIPTS</b>					
a2	Assessment/Share	192,632.42			192,632.42	179,813.99
a3	Capital receipts					
a4	Bank and CFB interest and investment income	282.27	530.18	4.42	816.87	555.24
a5	Grants					
a6	Other receipts	8,218.73			8,218.73	2,440.79
a7	<b>TOTAL RECEIPTS</b>	201,133.42	530.18	4.42	201,668.02 (a8)	182,810.02

## SECTION B

b1	<b>PAYMENTS</b>					
b2	Stipends, salaries, NIC, Pension and travel costs	109,204.06			109,204.06	129,727.93
b3	Manse Costs	17,355.20			17,355.20	14,165.25
b4	Administration etc	6,684.69			6,684.69	10,270.41
b5	District Assessment	42,596.00	3,309.50		45,905.50	46,363.59
b6	Grants & donations	7,317.96			7,317.96	7,387.84
b7						
b8	Other payments	8,874.81	331.14		9,205.95	6,352.64
b9	<b>TOTAL PAYMENTS</b>	192,032.72	3,640.64		195,673.36 (b9)	214,267.66

## SECTION C

c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	(a7-b9)	9,100.70	-3,110.46	4.42	5,994.66	-31,457.64
c2	Total funds brought forward from last year		136,865.70	116,189.92	4,692.30	257,747.92 (c6)	289,205.56
c3	<b>Sub total</b>	(c1+c2)	145,966.40	113,079.46	4,696.72	263,742.58	257,747.92
c4	Transfers and adjustments					(c7)	
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	(c3+c4)	145,966.40	113,079.46	4,696.72	263,742.58 (c8)	257,747.92 (c6)

## SECTION D

<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b>							
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						
d3	Offerings/Gifts - passed to external organisations						
d4	<b>BALANCE STILL TO BE PAID (d1 + d2 - d3)</b>						



SECTION E Please follow the Guidance Notes to complete this page

**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.

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

## STATEMENT OF ASSETS AND LIABILITIES

CIRCUIT - CASH FUNDS HELD at 31 August 2021

## SECTION G

### OTHER ASSETS and LIABILITIES

g1 Include any other investments (not the cash element of TMCP trust accounts this is inserted in line f5)



Name of Circuit: Leigh & Hindley No: 06/07

## 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 Susan Fisher Date 16 February 2023

Name and address treasurer Mrs Susan Fisher, 23 Fellbridge Close, Westhoughton, Bolton BL5 3UD

### 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 16th February 2023

Signature of the Chair of the meeting W. Robinson

Name of the Chair of the meeting ..... Revd Wilfred Robinson Date 16/02/2023

## Independent Examiner's Report to the Trustees of the

### Leigh & Hindley Circuit

Charity Number 1142805

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Leigh & Hindley Circuit for the year ended 31 August 2022 set out on pages P1 to P3. 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: Leigh & Hindley No: 06/07

### 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 ..... *D. Fairclough* .....

Name of independent examiner ..... *DAVID JOHN FAIRCLOUGH* .....

Relevant professional qualification of independent examiner ..... *FCA* .....

Name of firm (where appropriate) ..... *N/A* .....

Address ..... *6, DOEFORD CLOSE, CULCHETH, CHESHIRE* .....

Post Code ..... *WA3 4DL* .....

Date ..... *28 FEBRUARY 2023* .....

\* delete or circle as appropriate



## **SECTION E FINANCIAL REVIEW**

There are General Fund balances of £106,132, which are sufficient to meet 6 months' routine expenditure.

The high balance of £355K held in the Circuit Model Trust Fund at August 2015 has now been depleted to £113K. Funds having been assigned to various dedicated CFB accounts to help support the Circuit and churches mission, discipleship and evangelism. Some of the projects and appointments have now come to the end of their designated term. The Circuit is currently considering how these funds can be best used to support the work and worship of 11 churches and its 2 presbyters and part-time supernumerary presbyter. The revised Reserves Policy is appended together with the accounts and the Independent Examiner's Report, in which no major concerns are raised.

## **LEGAL OBLIGATION**

The trustees confirm that there are no serious incidents or other matters, which they should have brought to the attention of the Commission.

The trustees declare that they have approved the Trustees' Report above at their meeting on 16<sup>th</sup> February 2023.

Signed on behalf of the charity's trustees:



Rev. Wilfred Robinson  
Chair (Superintendent Minister)



Mrs. Susan Fisher  
Circuit Steward and Treasurer

Date: 16<sup>th</sup> February 2023.

Date: 16<sup>th</sup> February 2023

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Leigh & Hindley	Circuit
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**FOR THE YEAR ENDED  
31 AUGUST 2022**

District	Circuit no	06/07
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**Ministers:**

Rev Wilfred Robinson
Rev Katharine Bland
Rev John Fisher

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**Circuit Stewards:**

Gillian Baglee
Maureen Hilton
Thomas Martin

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**Treasurer:**

Susan Fisher
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b1	<b>PAYMENTS</b>					
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c3	<b>Sub total</b>	(c1+c2)	145,966.40	113,079.46	4,696.72	263,742.58	257,747.92
c4	Transfers and adjustments					(c7)	
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	(c3+c4)	145,966.40	113,079.46	4,696.72	263,742.58 (c8)	257,747.92 (c6)

## SECTION D

<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b>							
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						
d3	Offerings/Gifts - passed to external organisations						
d4	<b>BALANCE STILL TO BE PAID (d1 + d2 - d3)</b>						



## 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						
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)			(c7)	257,747.92 (c6)	263,742.58 (c8)
e10	TOTAL CASH FUNDS HELD BY CIRCUIT				257,747.92 (x)	263,742.58 (y)
	201,668.02 (a8)	195,673.36 (b9)	5,994.66			
	201,668.02	195,673.36	5,994.66			
	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		
f2	43,176.25	65,550.93
f3		
f4	93,689.45	80,415.47
f5	120,882.22	117,776.18
f6		
f7	257,747.92 (c6)	263,742.58 (c8)
f8	(e11)	(e12)
f9	257,747.92 (x)	263,742.58 (y)

## SECTION G

## OTHER ASSETS and LIABILITIES

	At 1 September 2021	At 31 August 2022
g1		
g2	949,530	1,034,035
g3		
g4		
g5		

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: Leigh & Hindley No: 06/07

## Declarations and Scrutiny

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Signature of treasurer Susan Fisher Date 16 February 2023

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Charity Number 1142805

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Signature of independent examiner ..... *D. Fairclough* .....

Name of independent examiner ..... *DAVID JOHN FAIRCLOUGH* .....

Relevant professional qualification of independent examiner ..... *FCA* .....

Name of firm (where appropriate) ..... *N/A* .....

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Post Code ..... *WA3 4DL* .....

Date ..... *28 FEBRUARY 2023* .....

\* delete or circle as appropriate