



Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	1	09	2020		31	08	2021

Section A Reference and administration details

Charity name St John's Methodist Church, Parkfield

Other names charity is known by

Registered charity number (if any) 1146373

Charity's principal address St John's Methodist Church

Wolverhampton Road East

Wolverhampton

Postcode

WV4 6AA

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	Barbara Brown			Church General Meeting
2	Marcus Brown			Church General Meeting
3	Irene Brumley			Church General Meeting
4	Martine Caffyn			Church General Meeting
5	Evan Carney			Church General Meeting
6	Geneva Carney			Church General Meeting
7	Basil Coward			Church General Meeting
8	Rev William Davis	Reserve Chair		Circuit Meeting
9	Martin Easton	Treasurer	1/9/2020 to 30/11/2020	Church General Meeting
10	Ian Priest	Treasurer	1/12/2020 to 31/8/2021	Church General Meeting
11	Rev Steve Jackson	Chair and Minister		Circuit Meeting
12	Pamela Flavell			Church General Meeting
13	Lianne French			Church General Meeting
14	Ken Gough			Church General Meeting
15	Marcus Hemans			Church General Meeting
16	Sandra Faulkner			Church General Meeting
17	Norma Levett			Church General Meeting
18	Paul Levett			Church General Meeting
19	Elizabeth Macer-Wright	Pastoral Worker		Church General Meeting
20	Ethel Mudzonga			Church General Meeting
21	Jean Oakley			Church General Meeting
22	David Punfield	Property Steward		Church General Meeting
23	Janet Punfield	Senior Steward		Church General Meeting
24	Dalsie Robinson			Church General Meeting
25	Hugo Robinson			Church General Meeting

26	Lilian Round		Church General Meeting
27	Emma Veiro		Church General Meeting
28	David Wheeler		Church General Meeting
29	Peter Share	Circuit Steward	Circuit Meeting

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	Deed of Union (1932) and Methodist Church Act (1976) adopted 2W49/1932
How the charity is constituted	Trust
Trustee selection methods	Appointment by Church General Meeting; Chairperson appointed by the Wolverhampton Methodist Circuit

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.

--

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

The objectives of St. John's Methodist Church are the advancement of:

- (a) the Christian faith in accordance with the doctrinal standards and the 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 main activities of the church are:

- (a) The provision of regular public acts of worship open to members of the church and non-members alike;
- (b) Promoting the whole mission of the church through engagement with older people, parents and toddlers and other specific need groups;
- (c) The teaching of Christianity through sermons, courses and small groups;
- (d) Pastoral work including visiting the sick and bereaved; (eg The provision of women's meetings, men's meetings etc with a Christian ethos. In carrying out the church's activities, the trustees have had regard to the Charity Commission Guidance 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.

Section D

Achievements and performance

Section E

Financial review

Brief statement of the charity's policy on reserves

In order to plan for the financial stability of the church, the Church Council keeps under review the level of reserves it should retain, taking account of expected income available to fund likely costs, and the need to cover forecast deficits, cashflow variations and contingencies. The level of reserves is planned to reduce significantly in the coming year in order to contribute to the costs of the major property improvement programme. However, reserves are being retained to take account of Covid risks and the need for major maintenance and renewals over the next five years or so.

Details of any funds materially in deficit

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.

The closure of the church buildings due to Covid has resulted in a deficit in the church's Unrestricted Funds. The church is fortunate in this context to have reserves but is conscious of major maintenance and renewal expenditure required in the next few years. The church's property renewal project started in the year and Phases 1 and 2 were completed. Phase 3 will commence in September 2021 and is hoped to be completed in January 2022. A Grant of £50,000.00 has been obtained from Enover towards the works on Phase 3.

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)		
Full name(s)	Rev Steve Jackson	Mrs Janet Punfield
Position (eg Secretary, Chair, etc)	Chair	
Date	15 - 01 - 2022	

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

St John's Methodist Church, Parkfield, Wolverhampton

FOR THE YEAR ENDED

31 AUGUST 2021

Wolverhampton Circuit	Circuit no	28/01
------------------------------	-------------------	--------------

Registered Charity - Charity Registration number

1146373

Minister:

Rev. Steve Jackson

Church Stewards:

J Punfield	N Carney
G Carney	N Levett
S Faulkner	B Coward
P Levett	
D Robinson	

Treasurer:

I Priest

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021
St John's Methodist Church, Parkfield, Wolverhampton

SECTION A			Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
	RECEIPTS	Note	£	£	£	£
a1	RECEIPTS					
a2	Offerings and Tax recovered		35,649	22,411	58,060	33,105
a3	Bank and CFB interest and Investment income		203	0	203	1,280
a4	Lettings		3,600	0	3,600	9,169
a5	Other receipts		1,020	39,000	40,020	46,524
a6	TOTAL RECEIPTS		40,471	61,411	101,883 (a7)	90,078

SECTION B						
	PAYMENTS					
b1	PAYMENTS					
b2	Circuit Assessment or Share		34,048	0	34,048	33,711
b3	Donations		0	0	0	45
b4	Repairs and Maintenance		749	0	749	7,995
b5	Utilities (Insurances, water charges, heating & lighting)		5,938	0	5,938	8,866
b6			0	0	0	0
b7	Other payments		7,404	135,360	7,404	7,456
b8	TOTAL PAYMENTS		48,139	135,360	183,499 (b9)	58,073

SECTION C						
	NET RECEIPTS/PAYMENTS FOR THE YEAR					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(7,668)	(73,949)	(81,616)	32,005
c2	Total funds brought forward from last year		121,797	74,217	196,014 (c6)	164,008
c3	Sub total	(c1+c2)	114,129	268	114,397	196,014
c4	Transfers and adjustments		0	0	0 (c8)	0
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	114,129	268	114,397 (c7)	196,014 (c6)

Note: the net receipts of £32,005 include one-off receipts for the Property Renewal Fund. A net deficit of £14,645 was incurred on the Church's unrestricted funds, due to COVID.

SECTION D				
	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS			
d	(these amounts are not to be included in total receipts/payments figures above)			
d1	Balance brought forward from last year		0	0
d2	Offerings/Gifts - received for external organisations		0	1,193
d3	Offerings/Gifts - passed to external organisations		0	1,193
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)	0	0

St John's Methodist Church, Parkfield, Wolverhampton

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

SECTION E

Summary of the Church accounts for the year ended 31 August 2021 and Internal Organisations reporting to the Church Council/Church Meeting.

	INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1				0			0
e2				0			0
e3				0			0
e4				0			0
e5				0			0
e6				0			0
e7				0			0
e8	Sub total of Internal Organisations funds	0	0	0	0	0 (e11)	0 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	101,883 (a7)	183,499 (b9)	(81,616)	0 (c8)	196,014 (c6)	114,397 (c7)
e10	TOTAL CASH FUNDS HELD BY CHURCH	101,883	183,499	(81,616)	0	196,014 (x)	114,397 (y)

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2021

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand	0	0
f2 Bank Current Account	45,721	21,929
f3 Bank Deposit Account		
f4 Central Finance Board	136,946	79,123
f5 Trustees for Methodist Church Purposes	13,346	13,346
f6 Other funds	0	0
f7 SUB TOTAL - Church accounts	196,014 (c6)	114,397 (c7)
f8 closing balance total from above) (e12)	0 (e11)	0 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	196,014 (x)	114,397 (y)

SECTION G

OTHER ASSETS and LIABILITIES

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

RESERVES POLICY

The church has major periodic or irregular outgoings, especially the renewal of equipment and property elements such as roofs and windows which are now approaching the end of their lives, and which cannot be met from the church's regular annual income at expected levels.

In order to plan for the financial stability of the church, the Church Council keeps under review the level of reserves it should retain, taking account of expected income available to fund liabilities and the need to cover forecast deficits, cashflow variations and contingencies. The Quinquennial review of the property in 2016 estimated repair costs of £23,000 in the following five years and an expenditure of £155,000 after that, mainly on roof and car park repairs. A target of £80,000 of unrestricted funds is considered prudent in this context. However the deficit in 2019/20 means that the remaining unrestricted funds are £71,797, after taking account of the agreed contribution to the Property Renewal Fund.

The Special Reserve receives major irregular income such as unrestricted legacies and grants, and will meet major irregular payments such as major renewals. The Special Reserve remains part of the church's unrestricted funds and may be used for other purposes as agreed by the church council.

RISK MANAGEMENT POLICY

St John's Church is a small charity which is governed in accordance with the Constitution and Practices of the Methodist Church. Its risks are managed by the Church Council, support committees and groups appointed by the Council. The Finance Committee manages financial risks and carries out an annual review of financial controls. The Property Committee manages property risks. Insurance is arranged with Methodist Insurance. Quinquennial reviews of the property are carried out in accordance with Methodist Church requirements.

INVESTMENT POLICY

The church's cash balances are not permanent funds, and may be used at any time in support of the church's objectives. However, a significant proportion is likely to be held for some years to fund periodic property maintenance as described in the Reserves Policy. The church's policy on investments is to protect the capital as the first priority, with a low risk to capital sums in the event of diversification. Diversification is achieved through use of pooled deposit funds.

PUBLIC BENEFIT POLICY

Providing benefits to the public is central to being a charity. Trustees have a duty to carry out the charity's purposes for the public benefit, and must have regard to the Charity Commission's guidance on public benefit.

The Guidance says that the decisions which trustees make must be in accordance with the charity's purposes, and must benefit the public. Any risks of harm to the public should be considered and managed.

The Guidance also says that trustees must report each year on how they have carried out the charity's purposes for the public benefit, including a statement that they have had regard to the Charity Commission's guidance.

St John's church understands public benefit in a Christian context, and often expresses its mission and outreach to the community. We are an outward looking church which welcomes anyone who wants to take part in its activities, whether they are members of the church. Public benefit is at the heart of our Christian mission and purpose, as expressed in our vision statement "loving God, serving others".


In having regard to the Guidance, the Church Council will seek to:

1. take decisions which benefit the public in accordance with the charitable purposes of the church and manage the risk of any harm to the public;
2. report on the church's activities and how they provide benefits to the public as part of the Annual Report.

DECLARATIONS

I confirm that I have prepared the accounts from the records of the Church and that they include all funds under the control of the Church Council

Signature of Treasurer



Name

Ian Priest

Date

30-1-22

Address

195 Tettenhall Road,

Presentation to the St John's Church Council for approval

I confirm that the Accounts have been presented to the Church Council on and were approved.

19-10-21

Signature of Chair



Name of Chair

Rev S Jackson

Date

30/1/22

Independent Examiner's Report to the Trustees of the St John's Methodist Church, Parkfield, Wolverhampton

This Report is on the Church Accounts for the year ended 31st August 2021

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under Section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below


Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply appropriate*

Name

Signature 

Relevant Professional qualification or body

Address

Date

Independent Examiner's Report to the Trustees of the St John's Methodist Church, Parkfield, Wolverhampton

This Report is on the Church Accounts for the year ended 31st August 2021

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under Section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply appropriate*

Name

Signature 

Relevant Professional qualification or body

Address

Date