

**STOKESLEY CIRCUIT RESERVES POLICY & FINANCIAL REVIEW****Circuit Reserves Policy**

*This document includes all funds held by the Circuit Meeting as charity trustees.*

*Our Reserves Policy relates to our general (unrestricted) funds which are freely available to be used for any or all of the purposes of the Circuit.*

*Other funds are also included for the sake of clarity and openness and to show that the Circuit has a policy for the management of all of its money not simply those which are defined as reserves.*

**Aims**

Our aim is twofold:

- (1) To secure and sustain the Circuit's viability and future.
- (2) To give reassurance to the general public that the Circuit, which is a charity, intends to use all of the money coming into its care for the purposes of the charity.

**Three Step Process****(1) Circuit Financial Policy**

Essentially, it provides for -

- (a) The ministerial oversight and pastoral care of the six local churches in the Circuit.
- (b) The support of a ministry team of two presbyter ministers, Youth Work employees and Admin staff.
- (c) The maintenance of the three Circuit manses and Chapel House. (The third manse is currently being rented out.)

**(2) Financial Management**

The Circuit Assessment is reviewed annually and covers the costs of 1 (a) and (b) above and is based on offers from each church towards a share in the total cost.

We make provision for our property maintenance programme by designating a total of £10000 per annum to maintain each property. Due to the foresight of those looking after the manses this has proved sufficient in most years with occasional large projects requiring extra funding.

**The Circuit Fund** (Unrestricted general fund)

Under Standing Orders the Circuit must meet its financial obligations in relation to the support of its ministers, the maintenance of the manses and the support of the District. The total cost for the last financial year was £126164. Our Reserves Policy is to aim to hold around One year's expenditure in hand, as recommended by the Charity Commission (most of this has been lodged with CFB for this purpose where it will attract interest)

**Circuit Advance Fund** (Restricted Fund) (Balance at year end £13736). This fund derives from sales of chapels and manses and is restricted by the Conference. This restriction is an internal regulation though the fund can be used for a variety of purposes.

**(3) Designated Funds**

The Charity Commission has agreed that it is appropriate for the trustees to set a policy for the management of the Circuit funds.

Malcolm Wilson  
March 2023

**Stokesley Methodist Circuit**

Receipts & Payments Account  
for the Year Ended 31 August 2022

**FOR CHURCH COUNCIL USE ONLY**

**Stokesley Methodist Circuit**

**General Fund**  
**Receipts & Payments Account**  
**for the Year Ended 31 August 2022**

	<u>2022</u>		<u>2021</u>
	£	£	£
<b>Receipts</b>			
Assessments	111,467		133,500
Bank interest	338		129
Circuit service	-		-
Rent of Manses & Chapel House	15,288		20,520
Sundry income	-		46
	<hr/>		<hr/>
	15,288		20,566
Income from endowments	22		15
Radio Leven – reimbursed expenses	10,545		1,014
General Purposes Grant	2,000		2,000
Bequest	-		13,336
	<hr/>		<hr/>
	139,660		170,560
<b>Payments</b>			
Stipends	73,986		37,832
Ministers expenses	984		1,023
Moving costs	-		3,691
Local Preachers expenses	436		719
	<hr/>		<hr/>
		(75,406)	(43,265)
Manse repairs	11,076		30,396
Council tax	5,637		2,668
Water	1,278		478
Insurance	1,999		1,857
	<hr/>		<hr/>
		(19,990)	(35,399)
Telephone	2,066		2,304
Books etc	202		183
Secretarial expenses	39		948
Quinquennial	293		440
Sundries	920		881
Website costs	412		412
Legal re Title Deeds	-		5,887
	<hr/>		<hr/>
		(3,932)	(11,055)
District Assessment		(28,500)	(31,932)
Youth Worker		-	-
Circuit Administrator		(5,269)	(8,487)
<b>Grants to Churches</b>			
Hutton Rudby		-	(750)
<b>Radio Leven costs</b>		(10,545)	(17,014)
		<hr/>	<hr/>
<b>Net Receipts (Payments) for the Year</b>		(3,982)	22,658
Cash at Bank at 31 August 2021		204,510	181,852
		<hr/>	<hr/>
<b>Cash at Bank at 31 August 2022</b>		200,528	204,510
		<hr/> <hr/>	<hr/> <hr/>

**Stokesley Methodist Circuit**  
**Circuit Model Trust Fund**  
**for the Year Ended 31 August 2022**

	£	<u>2022</u>	£	£	<u>2021</u>	£
<b>Receipts</b>						
Dividends and interest			341			239
<b>Payments</b>						
Administration	48			31		
District Levy	424			398		
		(472)			(429)	
<b>Net Receipts/(Payments) for the Year</b>		(131)			(190)	
Bank Balance at 31 August 2021		3,331			3,521	
<b>Bank Balance at 31 August 2022</b>		3,200			3,331	
<b>Investments</b>						
At 31 August 2021		14,657			12,384	
Increase/(Decrease) in Market Value during the year		(921)			2,273	
<b>Market Value at 31 August 2022</b>		13,736			14,657	
<b>Value of Circuit Model Trust</b>						
At 31 August 2021		17,988			15,905	
Net Receipts (payments)		(131)			(190)	
Increase/(Decrease) in Market Value		(921)			2,273	
<b>At 31 August 2022</b>		16,936			17,988	

**Stokesley Methodist Circuit**

**Endowment Funds**

**for the Year Ended 31 August 2022**

	<u>2022</u> £	<u>2021</u> £
<b>Receipts</b>		
Dividends and interest	26	18
<b>Payments</b>		
Administration	3	3
<b>Net Receipt for the Year</b>	<u>23</u>	<u>15</u>
Income to General Fund	22	15
	<u>1</u>	<u>-</u>
Fund Balance at 31 August 2021	613	613
<b>Fund Balance at 31 August 2022</b>	<u><u>614</u></u>	<u><u>613</u></u>
<b>Investments</b>		
At 31 August 2021	1,097	934
Increase/(Decrease) in Market Value during the year	(66)	163
<b>Market Value at 31 August 2022</b>	<u><u>1,031</u></u>	<u><u>1,097</u></u>
<b>Value of Endowments</b>		
At 31 August 2021	1,710	1,547
Net Receipts	1	-
Increase/(Decrease) in Market Value	(66)	163
<b>At 31 August 2022</b>	<u><u>1,645</u></u>	<u><u>1,710</u></u>

**Stokesley Methodist Circuit**

**Total Funds at 31 August 2022**

	2022 £	2021 £
<b>Bank Balances</b>		
General Fund	201,659	205,641
Circuit Model Trust Fund	3,200	3,331
Endowments	614	613
	<hr/> 205,473	<hr/> 209,585
<b>Investments</b>		
Circuit Model Trust Fund	13,736	14,657
Endowments	1,031	1,097
	<hr/> 14,767	<hr/> 15,754
	<hr/> <hr/>	<hr/> <hr/>
Manses & Chapel House at Insurance Valuation (see note 2)	1,110,000	1,110,000
	<hr/> <hr/>	<hr/> <hr/>
Funds held for - Feed the Hungry	1,131	1,131
	<hr/> <hr/>	<hr/> <hr/>

**NOTE:** Two of the Manses were occupied by a Minister. Chapel House and one Manse were let for the year or part of the year.

**Stokesley Methodist Circuit**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Liabilities at 31 August 2022</b>		
Church assessments in advance	<b>8,358</b>	<b>21,152</b>
	<b>=====</b>	<b>=====</b>
<b>Prepaid Expenses</b>		
Stipends	<b>6,400</b>	<b>3,171</b>
Insurance to 25 December 2022	<b>660</b>	<b>618</b>
	<b>=====</b>	<b>=====</b>
	<b>7,060</b>	<b>3,789</b>
	<b>=====</b>	<b>=====</b>

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Stokesley	Circuit
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**FOR THE YEAR ENDED  
31 AUGUST 2022**

Darlington	District	Circuit no	13/5
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**Registered Charity - Charity Registration number**

1147112

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. Andrew Robinson
Rev. Robert Weir

Circuit Stewards:

Dorothy Blakely
Katherine Atha

Treasurer:

Malcolm Wilson
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SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		111,467			111,467	133,500
a3	Capital receipts						
a4	Bank and CFB interest and Investment income		338	341	26	705	386
a5	Grants	7	2,000			2,000	2,000
a6	Other receipts	5	25,833			25,833	34,916
a7	<b>TOTAL RECEIPTS</b>		<b>139,638</b>	<b>341</b>	<b>26</b>	<b>140,005 (a8)</b>	<b>170,802</b>

SECTION B							
b1	<b>PAYMENTS</b>						
b2	Stipends, salaries, NIC, Pension and travel costs	1	80,591			80,591	51,752
b3	Manse Costs	2	20,074			20,074	35,399
b4	Administration etc	3	3,932	472	3	4,407	11,487
b5	District Assessment		28,500			28,500	31,932
b6	Grants & donations	6	-			-	750
b7							
b8	Other payments	4	10,545			10,545	17,014
b9	<b>TOTAL PAYMENTS</b>		<b>143,642</b>	<b>472</b>	<b>3</b>	<b>144,117 (b9)</b>	<b>148,334</b>

SECTION C							
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	(a7-b9)	(4,004)	(131)	23	(4,112)	22,468
c2	Total funds brought forward from last year		204,510	3,331	613	208,454 (c6)	185,986
c3	<b>Sub total</b>	(c1+c2)	<b>200,506</b>	<b>3,200</b>	<b>636</b>	<b>204,342</b>	<b>208,454</b>
c4	Transfers and adjustments		22		(22)	- (c7)	-
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	(c3+c4)	<b>200,528</b>	<b>3,200</b>	<b>614</b>	<b>204,342 (c8)</b>	<b>208,454 (c6)</b>

SECTION D							
d	<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b> (these amounts should not be included in total receipts/payments above)						
d1	Balance brought forward from last year					1,131	1,131
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>					<b>1,131</b>	<b>1,131</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				(e44)	(e12)
e9	Circuit accounts (totals brought forward from page 2 - totals column)				(e6)	(c8)
e10	TOTAL CASH FUNDS HELD BY CIRCUIT			#REF!	(x)	(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 2022

	OPENING BALANCES	CLOSING BALANCES
f1		
f2	90,209	101,617
f3		
f4	114,301	98,911
f5	3,944	3,814
f6		
f7	208,454 (c6)	204,342 (c8)
f8	(e11)	(e12)
f9	208,454 (x)	204,342 (y)

## SECTION G

## OTHER ASSETS and LIABILITIES

	At 1 September 2021	At 31 August 2022
g1	15,754	14,767
g2	1,110,000	1,110,000
g3	3,789	7,060
g4		
g5	21,152	8,358

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 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  Date 7/12/22  
 Name and address of treasurer MALCOLM WILSON, 1 BIRCH DRIVE  
FACEBY, MIDDLESBROUGH Post Code TS9 7BT

### 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 .....

Signature of the Chair of the meeting   
 Name of the Chair of the meeting David A. Robinson Date 8/3/23

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

Charity Number 1147112

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Stokesley Circuit for the year ended 31 August 2022 set out on pages 1 to 3. 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: **Stokesley No 13/5**

### 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 REN J HAWCROSS

Name of independent examiner ROBERT EDWARD NEWLOVE SHAWCROSS

Relevant professional qualification of independent examiner F.C.A.

Name of firm (where appropriate) —

Address 2 DEVON CRESCENT

SKELTON, CLEVELAND Post Code TS12 2BS

Date 8 December 2022

\* delete or circle as appropriate

Sep-22

**STOKESLEY CIRCUIT****NOTES TO THE ACCOUNTS 31 AUGUST 2022****1 STIPENDS and associated costs**

	2022	2021
	£	£
Stipends	54,702	28,274
National Insurance	5,341	2,686
Pension Contributions	13,943	6,872
Travel	1,217	913
Telephone etc	119	120
Circuit administrator	5,269	8,487
Relocation costs	-	3,691
Online worship	-	709
	<u>80,591</u>	<u>51,752</u>

**2 MANSE COSTS**

	2022	2021
	£	£
Repairs	11,076	30,396
Council Tax	5,637	2,668
Water	1,362	478
Insurance	1,999	1,857
	<u>20,074</u>	<u>35,399</u>

**3 ADMINISTRATION**

	2022	2021
	£	£
Telephones	2,066	2,304
Secretarial expenses	39	948
Quinquennial inspections	293	440
Books etc	202	183
Others	920	881
Website costs	412	412
Title Deed registration	-	5,887
	<u>3,932</u>	<u>11,055</u>

**4 OTHER PAYMENTS**

	2022	2021
	£	£
Radio Leven - expenditure	10,545	17,014

**5 OTHER RECEIPTS**

	2022	2021
	£	£
Rents received	15,288	20,520
Sundry income	-	46
Bequest	-	13,336
Radio Leven - cost reimbursed	10,545	1,014
	<u>25,833</u>	<u>34,916</u>

**STOKESLEY CIRCUIT**

**NOTES TO THE ACCOUNTS 31 AUGUST 2022**

**6 GRANTS TO CHURCHES**

	2022	2021
	£	£
Hutton Rudby Church	-	750
	<u>          </u>	<u>          </u>

**7** A £2,000 General Purposes Grant was received during the year and has not yet been utilised.

**8 SECTION G - LAND AND BUILDINGS**

This includes 3 Manses and Chapel House. During the year two of these were occupied by ministers. Chapel House and one Manse were let for the year or for part of the year.