

**Charity Number: 1160063**

**Airedale Methodist Circuit**

**Trustees' Annual Report and Financial Statements**

**for the Year Ended 31 August 2023**

# Airedale Methodist Circuit

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# Airedale Methodist Circuit

## Charity Information

### Reference and Administrative Information

**Circuit Number:** 27/31  
**Charity Registration Number:** 1160063

The Circuit comprised the following churches at 31 August 2023:

Aire Valley (including Bingley, Ilkley Road and Long Lee congregations); Cononley (LEP); Craven (Cross Hills, Eastburn, Silsden and Steeton congregations - Cowling having just ceased to meet); Cullingworth; Eldwick (LEP); Marsh; and Worth Valley (including Lees, Oakworth, Oxenhope and Keighley congregations).

### Circuit Staff:

#### **Ordained:**

Superintendent Minister: Rev Clare Stainsby

Ministers: Rev Helen (Nel) Shallow  
Rev Terry Keen (resigned August 2023)  
Rev Tracy Birks (appointed September 2023)

#### **Lay:**

Church Workers: Glenda Coogan  
Pippa Lupton (appointed October 2022)  
Chris Partington (appointed September 2023)

New Places for New People  
Pre-Loved Project Worker: Sarah McDonald-Howard (appointed September 2023)

Circuit Administrator and  
Communications Officer: Esther Gregory-Witham

Finance Officer: Edwin Tate

**Trustees:** The Circuit Meeting members are the Trustees of the  
Charity (listed in Note 18).

**Circuit Stewards:** Claire Corp  
Pam Helyar  
Peter Howarth  
Graham Iliff

**Circuit Safeguarding Officer:** Mrs Eileen Jowitt (resigned September 2023)  
c/o Rev Clare Stainsby and Esther Gregory-Witham  
(from September 2023)

**Circuit Treasurer:** Mr Graham Iliff

**Circuit Office:** Silsden Methodist Church  
c/o 80 Kirkgate  
Silsden  
Keighley  
BD20 0PA

**Independent Examiner:** Jessica Lawrence FCA CTA  
Azets Audit Services Limited  
12 King Street  
Leeds  
LS1 2HL

# Airedale Methodist Circuit

## Trustees' Annual Report for the Year Ended 31 August 2023

### Structure, Governance and Management

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

**The Governing Document:** Deed of Union (1932) and Methodist Church Act (1976)

**Constituted:** Act of Parliament

**Selection of Trustees:** Appointed by local churches and existing trustees  
Ministers are ex officio trustees

**Structure:** Part of the Yorkshire West District of the Methodist Church  
Accountable to the Methodist Conference

### Vision and Objectives

#### Our Vision and Purpose

We are God's people here, listening for God's voice, worshipping, caring, encouraging faith experiences and taking action to build God's Kingdom in a variety of ways.

#### Worship

The Church exists to increase awareness of God's presence and to celebrate God's love.

- We are committed to making worship inclusive, welcoming and accessible for all across the circuit.
- We are encouraging prayer, and seeking new opportunities for prayer experiences.
- We are encouraging people to notice God alive and at work, both in the Bible and in the world today.

#### Learning and Caring

The Church exists to help people to grow and learn as Christians, through mutual support and care.

- We offer care to the families of our churches, and to the people of the communities around us.
- We encourage opportunities to learn more about our faith.
- We are committed to hospitality and generosity.

#### Service

The Church exists to be a good neighbour to people in need and to challenge injustice.

- We are ready to offer support to help the needs of our communities, and people of the wider world.
- We are seeking ways of actively caring for creation.
- We are ready and willing to challenge injustice wherever we see it.

#### Evangelism

The Church exists to make more followers of Jesus Christ.

- We are encouraging a willingness among our church people to speak of their own experience of love of God.
- We are committed to living in a way that draws others to Jesus.
- We are seeking ways of sharing our faith with others.

In all these things, we want to be a blessing within and beyond God's Church, for the transformation of the world.

#### Objectives:

As stated in the Governing Document, the purposes of the Methodist Church are 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.

# **Airedale Methodist Circuit**

## **Trustees' Annual Report for the Year Ended 31 August 2023**

### **Structure and Decision Making**

The Circuit Meeting is the charity's trustee body that is ultimately responsible for decisions. It meets in autumn and spring and elsewhere as needed.

The Circuit Leadership Team (CLT), comprising the Ministers, Lay Workers and Stewards, are the Circuit's key management personnel in charge of directing and operating it on a day to day basis. Their work includes guiding the Circuit's life and work, preparing proposals for and implementing the instructions of the Circuit Meeting, and discharging its responsibilities in areas that include worship, mission, finance, property, staffing, employment and safeguarding. The CLT has delegated authority such as to approve urgent property repairs, and itself delegates tasks to individual or groups of staff and volunteers, such as the Circuit Property Group.

The responsibilities of the Circuit Stewards include:

- being treasurers of the Circuit funds, with particular input from the Circuit Treasurer and the Finance Officer;
- maintenance and upkeep of the manses, with particular input from the Circuit Property Group; and
- bringing to the Invitation Committee and/or Circuit Meeting proposals about Ministers to serve.

The Circuit staff meet regularly and work as a team sharing responsibilities across the Circuit. The Ministers and Church Workers have pastoral charge of different churches.

### Risk Management

The Trustees have examined the major strategic and operational risks facing the Circuit and have established the necessary systems to manage or mitigate these risks.

In particular:

- suitable insurance cover is in place.
- the Circuit's finances are kept under review and financial policies have been approved.
- the Circuit has adopted the Methodist Church Safeguarding Policy and other related policies, and has rolled these out to the churches; it has appointed a Circuit Safeguarding Co-ordinator; appropriate Disclosure and Barring Service (DBS) checks are made and there are regular audits of Safeguarding practices across the Circuit and all its churches.
- Circuit Leadership Team continues to monitor risks, seeking professional advice where necessary.

### Public Benefit

We confirm that the Trustees have had regard to the Charity Commission's guidance on public benefit.

Airedale Methodist Circuit carries out a range of activities in pursuance of its mission. The Circuit will use resources for mission-based projects. These may be paid by the charity in the form of grants to external parties. The Trustees consider that the activities, summarised below, provide benefit to those who are members of the Circuit through the local Methodist churches and to the wider community.

### **Achievements and Performance**

#### Faith and Outreach

Regular worship was supported across the Circuit. In the 3 newer churches with multiple sites and congregations, shared services helped bring vibrancy and closer relationships, alongside the many opportunities to worship locally. Circuit events such as the Carol Service in the Barn enabled everyone to share faith together. The well supported '4444' Sundays brought variety, with 4 services held in 4 styles, e.g. contemporary and sensory, in 4 places, '4' God. Fresh Aire, offered stimulating online reflections via Facebook to help people engage, explore and journey in faith. Worship was regularly streamed from Oakworth to reach those who were unable to meet in person.

# Airedale Methodist Circuit

## Trustees' Annual Report for the Year Ended 31 August 2023

### Achievements and Performance (continued)

Pastoral care was given by ministers, lay workers and church support networks as the outworking of Jesus' love and compassion for everyone. Training was offered in Equality, Diversity and Inclusion as well as in safeguarding to help foster a culture of safety, respect and welcome for all. Baptisms, weddings and funerals supported church and local community members at times of particular need and Messy Church and GIFT, the Circuit's youth group, served children, young people and families. Oakworth's Pantomime gave youngsters wonderful opportunities to develop friendships and skills in the supportive context of a faith community.

The Circuit's mission and outreach plans were given a major boost when Pre-Loved was selected as one of the Methodist Church's New Places for New People projects, to encourage new people to encounter God and take a step of faith. This will bring significant funding from 2023-26 to help grow a new worshipping community supported by a dedicated staff member. In March 2023, the Pre-Loved shop in Keighley's Royal Arcade celebrated its first year of selling second-hand children's clothing and toys, and providing a Christian witness to families who often have no other church contact. The warm and gentle welcome from volunteers and staff, who follow a daily worship pattern, enabled informal faith conversations to flourish and relationships grew to the point where the team received requests for prayer and even a baptism, with occasional opportunities to meet together.

The pay-as-you-can Welcome Café, also in Keighley, helped those struggling with hunger and social isolation, and the Bingley Foodbank saw generous donations alongside a significant increase in demand with 540 clients fed from January to April 2023 compared with 334 in 2022, as the cost of living crisis took its toll. Several churches offered Warm Spaces, providing food, shelter and company.

#### People and property

##### *Ministers, Lay Employees and Volunteers*

The Circuit welcomed Pippa Lupton to the staff team as a Church Worker, and at the end of the year thanked Reverend Terry Keen who retired from his role as a Circuit Minister.

The Circuit and its staff continued to be very well supported by a dedicated team of volunteers including Circuit Stewards, church representatives, local preachers, Pre-Loved shop workers and many others – who were absolutely integral to the Circuit's mission to transforming lives with the good news of Jesus. The Circuit Administrator and Communications Officer worked with one volunteer to build a new Circuit website with new logos, to link with Church, Pre-Loved and Fresh Aire Facebook pages to enhance publicity alongside the excellent weekly and monthly emailed notices.

##### *Property matters*

The sale of Haworth Methodist Church completed early in the year but the income from the proceeds was included in the previous year's accounts in accordance with our accounting policies.

Following prayerful consideration and professional advice, it was decided to cease worship permanently at Exley Head and to sell the property (already under the Circuit's managing trusteeship). A Circuit celebration gave thanks to God for the life and witness that it had supported, and the congregation remain part of Worth Valley Church.

The Circuit Meeting responded in faith to God's promptings when it approved the proposal to purchase a newer, smaller church property in Keighley as a replacement for Exley Head, to be a home for New Places for New People Pre-Loved project and a base for mission and outreach.

Also following much prayer and reflection, the small congregation of St Andrew's Cowling within Craven Church decided to cease to meet and the property (except for the separate graveyard) was handed over to the Circuit, while a special service celebrated its life and witness. Circuit Meeting also approved in principle the sale of Keighley Methodist Hall (already under the Circuit's managing trusteeship), whose congregation remain part of Worth Valley Church. Preparations continued towards the sale via long lease of Denholme's burial ground.

In accordance with our accounting policies, these properties were not accorded a value in the 2022-23 accounts but will be included in future years once the relevant conditions are met.

# **Airedale Methodist Circuit**

## **Trustees' Annual Report for the Year Ended 31 August 2023**

### **Achievements and Performance (continued)**

The Circuit Property Group with wider support continued to manage the Circuit's other properties, including its manses and rented properties, and to offer assistance to churches. The tenants moved out of the Lees manse and this was prepared for the arrival of the new minister. The Silsden manse was vacated, with approval given to rent it out.

### **Financial Review**

The Statement of Financial Activities shows net expenditure after recognised gains for the year of £70,024 (2022 net income of £299,258) and the total reserves at 31 August 2023 stand at £2,042,962 (2022 - £2,112,986). But these raw figures include the finances of Bingley Foodbank, Exley Head and Keighley, as well as various sale and purchase costs. If these and other transactions that fall beyond the regular operation of the Circuit were excluded, the Circuit would be seen to be running a slightly lower deficit (on one calculation in the region of £57,000, compared with around £74,000 in 2022) that is being funded from sale proceeds.

The principal revenue funding sources were the Assessments from the Circuit's churches, followed by rental income and some New Places for New People grant funding. The principal items of expenditure were the employment and (where applicable) accommodation costs of the ministers and lay workers, alongside Connexional and District Assessments, and operating costs. Oakworth repaid all of the remaining £10,000 outstanding balance on its loan during the year.

The Trustees consider the Circuit's financial position to be satisfactory. Income from the Assessments was lower again than the previous year as many churches struggled with falling numbers and increasing costs. However, the planned sales of the Exley Head and Cowling church properties will in time significantly boost cash reserves and enable new opportunities for mission, and the Circuit still has a couple of manses that are not being used for ministers. It nevertheless remains a priority to continue to monitor the financial position.

The Trustees' aim to hold sufficient free reserves (unrestricted funds not committed or invested in fixed assets) to cover six months of the Circuit's running costs. For the year ended 31 August 2023, these costs were £163,618 and the free reserves were £614,111 (2022 - £673,170). £195,200 of this was needed to purchase The New Place after the year-end, with a further £35,000 budgeted for preparation costs. This left a further £383,911 of free reserves which, by themselves, would sustain the Circuit for around 14 months based on 2022-23's expenditure, but for less than 10 months based on the forecast expenditure for 2023-24. The total revenue budget deficit is anticipated to rise from around £57,000 in 2022-23 to around £121,000 in 2023-24, largely owing to the greater staffing levels needed to drive the Circuit's mission. The Circuit will need to draw on all its current reserves and future property sale proceeds to sustain such deficits. The reserves policy will be reviewed annually.

### **Fundraising**

We strive to achieve the highest fundraising standards and we value our supportive funders. We stay up to date with developments in Charity regulation, data protection and the Fundraising Preference Service (FPS) to make sure we are legally compliant and adhering to all guidelines. We follow the Institute of Fundraising's Code of Practice.

### **After the Year End**

A Circuit service was held to welcome our new staff: Rev Tracy Birks as minister; Chris Partington as Church Worker; and Sarah McDonald-Howard as Pre-Loved Gathering Pioneer and Shop Manager. At the start of the year, Cullingworth's congregation joined Aire Valley Church.

The staff team and Circuit Stewards worked hard to prepare the foundations for developing a sustainable plan for the future, based around the Circuit's Vision and Purpose statement and following the creation of the three multi-congregation Churches. 'Bright Hope for Tomorrow' was launched, with regular newsletters to inform and inspire while exploring how to grow worshipping communities that would remain a faithful and effective witness to God's love and grace for future generations. A key priority here is to release people's time and energy to focus on worship and mission and reduce administrative burdens such as property management.

## **Airedale Methodist Circuit**

### **Trustees' Annual Report for the Year Ended 31 August 2023**

#### **After the Year End (continued)**

The Circuit leased a second, adjacent retail unit for the Pre-Loved shop, attracting visitors with a much more vibrant and appealing space with a greater range of stock. The exciting plans for the use of The New Place were given a major boost by the completion of the property's purchase in January 2024.

Circuit Meeting approved the sale of the former Cowling Methodist Church and while most of these forthcoming sales will be some way off, the sale of Keighley Methodist Hall to the Anglican Church neared completion. Good progress was also made towards letting out the Silsden manse.

The Circuit approved an environmental policy and encouraged a focus on ecological sustainability, with many churches achieving their bronze or silver Eco Church awards. This aligns with District priorities and the Methodist Church's commitment to Net Zero by 2030.

#### **Trustees' Responsibilities**

The charity Trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Circuit Meeting to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the net income or net expenditure of the Charity for that period. In preparing those financial statements, the Circuit Meeting has:

- selected suitable accounting policies and applied them consistently
- observed the methods and principles in the applicable Charities SORP
- made judgements and estimates that are reasonable and prudent
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepared the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Circuit Meeting is responsible for keeping records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations.

It is also responsible for safeguarding the assets of the Charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

Approved on 27 February 2024 and signed on behalf of the Circuit by:

*Clare Stainsby*

Reverend Clare Stainsby  
**Superintendent Minister and Chair of Trustees**



## Airedale Methodist Circuit

### Independent Examiner's Report to the Trustees of Airedale Methodist Circuit

I report to the trustees on my examination of the financial statements of Airedale Methodist Circuit for the year ended 31 August 2023.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My independent examination work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

#### Responsibilities and basis of report

As the Charity 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 Charity's accounts carried out under section 145 of the 2011 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.

This report, including my statement, has been prepared for and only for the Charity's trustees as a body. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body for my examination work, for this report, or for the statements I have made.

#### Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

*Jessica Lawrence*

19/06/2024

**Jessica Lawrence FCA CTA**

Azets Audit Services Limited  
12 King Street  
Leeds  
LS1 2HL

# Airedale Methodist Circuit

## Statement of Financial Activities for the Year Ended 31 August 2023

		Unrestricted Funds						
	Note	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds	Endowment Funds	Total funds 2023	Total funds 2022
		£	£	£	£	£	£	£
<b>Income from:</b>								
<b>Donations</b>								
Assessment or Share		186,615	-	-	-	-	195,807	199,739
Donations from congregations		-	-	9,192	-	-	9,192	-
Sale of chapel		-	-	-	-	-	-	417,564
<b>Charitable activities</b>								
Grants		-	-	-	3,000	-	3,000	8,000
Bingley Foodbank		-	-	-	11,349	-	11,349	11,648
Other income		1,128	-	2,650	-	-	3,778	5,676
Transfer from circuit church		-	-	-	-	-	-	60,658
<b>Other trading activities</b>								
Lettings		16,495	-	3,180	-	-	19,675	25,625
<b>Investment income</b>		10,395	12,419	938	1,156	-	24,908	2,254
<b>Total income</b>		214,633	12,419	15,960	15,505	-	258,517	731,164
<b>Expenditure on:</b>								
<b>Charitable activities:</b>								
Stipends and salaries	2	149,789	-	-	3,000	-	152,789	164,332
District Assessments		54,360	-	-	-	-	54,360	56,332
Administration and travel		11,091	1,630	-	-	-	12,721	16,641
Insurance and utilities		14,661	-	9,319	-	-	23,980	29,767
Circuit property expenditure		19,717	-	23,950	-	-	43,667	78,045
Other expenditure		11,823	-	5,636	-	-	17,459	14,803
Grants payable	10	-	-	2,330	-	-	2,330	4,656
Contributions to District Advance Fund		-	-	-	-	-	-	894
Bingley Foodbank		-	-	-	16,233	-	16,233	3,620
Independent examination		3,696	-	-	-	-	3,696	3,468
<b>Total expenditure</b>		265,137	1,630	41,235	19,233	-	327,235	372,558
<b>Net income /(expenditure) before other recognised gains</b>	4	(50,504)	10,789	(25,275)	(3,728)	-	(68,718)	358,606
Realised and unrealised gains on investments		-	-	(521)	-	(785)	(1,306)	(3,216)
Losses on disposal of fixed assets		-	-	-	-	-	-	(56,132)
Transfers between funds	11	(354,358)	335,014	20,500	(1,156)	-	-	-
<b>Net movement in funds</b>		(404,862)	345,803	(5,296)	(4,884)	(785)	(70,024)	299,258
<b>Funds brought forward</b>	11	1,813,854	63,159	171,600	23,594	40,779	2,112,986	1,813,728
<b>Funds carried forward</b>	11	1,408,992	408,962	166,304	18,710	39,994	2,042,962	2,112,986

The notes on pages 10 to 21 form part of these financial statements.

A detailed Statement of Financial Activities for the year ending 31 August 2022 is shown at note 20.

There were no recognised gains and losses for 2023 and 2022 other than those included in the Statement of Financial Activities.

# Airedale Methodist Circuit

## Balance Sheet as at 31 August 2023

	Note	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds	Endowment Funds	Total funds 2023	Total funds 2022
		£	£	£			£	£
<b>Fixed assets:</b>								
Tangible assets	5	1,203,843	-	-	-	-	1,203,843	1,203,843
Investments	6	-	-	9,200	-	39,994	49,194	50,500
		1,203,843	-	9,200	-	39,994	1,253,037	1,254,343
<b>Current assets:</b>								
Debtors	7	22,408	-	-	-	-	22,408	444,866
Bank: Central Finance Board and Trustees for Methodist Church Purposes deposits		206,720	408,962	157,104	-	-	772,786	421,894
Bank		36,890	-	-	18,710	-	55,600	58,869
<b>Total Current Assets</b>		266,018	408,962	157,104	18,710	-	850,794	925,629
<b>Creditors: Due within one year</b>	8	(60,869)	-	-	-	-	(60,869)	(66,986)
<b>Net current assets</b>		205,150	408,962	157,104	18,710	39,994	789,925	858,643
<b>Total net assets</b>		1,408,992	408,962	166,304	18,710	39,994	2,042,962	2,112,986
<b>Funds of the circuit:</b>								
General Fund		1,408,992	-	-	-	-	1,408,992	1,813,854
Circuit Model Trust Fund		-	408,962	-	-	-	408,962	63,159
Designated Funds		-	-	166,304	-	-	166,304	171,600
<b>Total Unrestricted Funds</b>		1,408,992	408,962	166,304	-	-	1,984,258	2,048,613
Restricted Funds		-	-	-	18,710	-	18,710	23,594
Endowment Funds		-	-	-	-	39,994	39,994	40,779
<b>Total circuit funds</b>	11	1,408,992	408,962	166,304	18,710	39,994	2,042,962	2,112,986

The notes on pages 10 to 21 form part of these financial statements.

These financial statements were approved by the board of trustees on 27 February 2024 and signed on its behalf:

*Clare Stainsby*

.....  
Reverend Clare Stainsby  
**Superintendent Minister and Chair of Trustees**

*G. Iliff*

.....  
Graham Iliff  
**Trustee**

# **Airedale Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2023**

### **1. Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **Charity information**

Airedale Methodist Circuit is a Charity registered with the Charity Commission of England and Wales under registered Charity number 1160063. The Charity's principal office address is Silsden Methodist Church, c/o/80 Kirkgate, Silsden, Keighley, BD20 0PA.

#### **Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) ('Charities SORP (FRS102)') and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

Airedale Methodist Circuit meets the definition of a public benefit entity under FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus the directors continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **Funds**

The funds held constitute:

General Funds held for any purpose of the Circuit which are unrestricted. The Circuit Model Trust Fund has wide purposes defined in Standing Orders and is categorised as unrestricted.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds represent grants, donations and legacies received which are allocated by the donor for a particular project or activity.

Endowment funds represent gifts, the capital normally being unavailable for spending, and the income from which is either restricted or unrestricted. Details of each material fund are disclosed in note 10 to these financial statements.

#### **Income**

Income represents all income which becomes available to the Charity but excludes gains on investments. Grants and donations are recognisable when the Charity becomes entitled to receive the funds, when it is probable that the funds will be received and that they can be measured with sufficient accuracy. Investment income is recognised on an accruals basis and comprises of interest receivable during the accounting period. Sale proceeds from the sale of assets not previously capitalised are shown net of the property levy where there is no replacement scheme for those assets.

# **Airedale Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2023**

### **1. Accounting Policies (continued)**

#### **Expenditure**

Expenditure is recognised in the period in which it is incurred and includes attributable VAT which cannot be recovered.

Charitable expenditure comprises those costs incurred by the Charity in the deliverance of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.

Support costs include those costs incurred in supporting the work of the Charity.

#### **Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Circuit to pay out resources.

#### **Operating leases**

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remains with the lessor, are charged to the Statement of Financial Activities in the year in which they fall due over the period of the lease.

#### **Tangible fixed assets**

A tangible fixed asset is capitalised if its expected useful life exceeds one year, and costs £1,000 or more. Freehold land and buildings transferred into the circuit on the merger of the 3 circuits are shown at insurance valuation as at March 2010 and are not revalued annually. Contents are included in the valuation of each property. Properties purchased since that date are included at historical cost.

Freehold land is not depreciated.

Freehold buildings held by the Charity are such that their estimated residual value would mean that any depreciation charge would be immaterial. The trustees undertake periodic impairment reviews to ensure that the carrying value of the properties held by the Circuit does not exceed their realisable value.

Freehold land and buildings may be let on short term tenancy arrangements. These properties remain in fixed assets unless it is felt likely that the property will not be used for charitable purpose in the future.

#### **Transfer of church buildings into the circuit**

Where a church building that is no longer under the stewardship of the church but where responsibility for stewardship has been transferred to the circuit following the closure of the church, the following accounting policy is adopted. The property will be included as a current asset net of any levy and included in incoming resources where an acceptable offer has been made for the building during the accounting period and the sale has crystallised after the year end.

#### **Investments**

Investments relate to cash held on deposit in interest bearing deposit accounts.

# **Airedale Methodist Circuit**

## **Notes to the Financial Statements for the Year Ended 31 August 2023**

### **1. Accounting Policies (continued)**

Deposit Funds, such as TIF (Trustee Interest Fund) held via Trustees for Methodist Church Purposes and the Central Finance Board are shown separately from Cash and Bank in the Balance Sheet.

#### **Debtors and prepayments**

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any discounts due.

#### **Creditors, loans, provisions and grants payable**

Creditors, loans and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfers of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value after allowing for any discounts which may be due.

Grants to local churches for property schemes and other purposes are accounted for as liabilities when they receive formal approval by the Circuit Meeting. Grants awarded to other charitable bodies are accounted for as liabilities in the period in which the award is made.

Financial liabilities are only derecognised when, the Charity's obligations are discharged, cancelled or they expire.

Amounts recognised as provisions are best estimates of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

#### **Pensions and staff costs**

The Charity makes payments to the Methodist Ministers' Pension Scheme '(MMPS)' which is a defined benefit scheme operated by The Methodist Church. The Circuit accounts for contributions paid for by the ministers and the circuit as a defined contribution as no liability for past service sits with the circuit.

The charity operates a defined contribution plan for the lay staff. The assets of the plan are held separately from the Charity in independently administered funds. All circuit contributions to the scheme are charged to the income and expenditure account in the period to which they relate.

#### **Taxation**

Airedale Methodist Circuit is a registered charity and as such is potentially entitled to tax exemption under Section 256 of the Taxation of Chargeable Gains Act 1992 in respect of income and gains arising.

#### **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value except bank loans which are subsequently measured at amortised cost using the effective interest method.

#### **Concessionary Loans**

As permitted by paragraph 34.90 of FRS102, Concessionary Loans are initially recognised at the amount received or paid, with the carrying amount adjusted in subsequent years to reflect repayments and any accrued interest and adjusted if necessary for any impairment.

#### **Critical Accounting Estimates and Judgements**

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

# Airedale Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2023

### 1. Accounting Policies (continued)

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Other than the non-depreciation of Freehold property, as disclosed in note 1, the Trustees consider that there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

### 2. Minister and Lay Staff Information

The average number of clergy and lay staff were:

	2023	2022
Clergy	3	3
Lay staff	4	6
	7	9

Ministers' and lay staff costs during the year were as follows:

	Clergy 2023 £	Lay staff 2023 £	Total 2023 £	Clergy 2022 £	Lay staff 2022 £	Total 2022 £
Wages and salaries	70,272	52,485	122,757	67,397	61,814	129,211
Social security costs	6,422	2,719	9,141	6,844	8,702	15,546
Pension costs	18,037	2,854	20,891	16,560	3,015	19,575
	94,731	58,058	152,789	90,801	73,531	164,332

No employee earned £60,000 or more during the year (2022: no employee).

The Charity considers its key management personnel to include the Circuit Staff as set out on page 1. The remuneration of the Circuit Ministers (clergy) are set out above with further details set out in Note 13. The remuneration of lay employees who are also members of the Circuit Assembly is shown in Note 13. No other members of the Circuit Leadership Team receive remuneration from the Circuit.

### 3. Trustees' Remuneration and Trustees' Expenses

There were no expenses paid to trustees during the year other than those referred to in Note 13. All ministers' expenses were incurred in carrying out their roles as ministers. Information on remuneration paid to trustees is included in Note 13.

### 4. Net Expenditure for the Year

This is stated after charging:	2023 £	2022 £
Independent Examiners fee	910	825
Accountancy services provided by the Independent Examiner	2,170	1,975

## Airedale Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 5. Tangible Fixed Assets

	Freehold land and buildings (Manses and internal contents) £	Total £
<b>Cost:</b>		
At 1 September 2022 and 31 August 2023	1,203,843	1,203,843
<b>Depreciation:</b>		
At 1 September 2022 and 31 August 2023	-	-
Net book value at 31 August 2022 and 31 August 2023	1,203,843	1,203,843

#### 6. Investments

	£
Market value at 31 August 2022	50,500
Realised and unrealised loss in the year	(1,306)
Market Value at 31 August 2023	49,194

Investments include unitised funds held in the COIF Charities Investment Fund – Income Units administered by CCLA.

The historical cost of investments held at market value is £35,295 (2022 - £35,295).

#### 7. Debtors

	2023 £	2022 £
<b>Due within one year:</b>		
Debtors	10,176	8,596
Prepayments and accrued income	12,232	432,187
	22,408	440,783
<b>Due in more than one year:</b>		
Loan to Oakworth Church	-	4,083
	-	4,083
Total debtors	22,408	444,866



## Airedale Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 8. Creditors

	2023 £	2022 £
Income received in advance	55,265	37,789
Accruals	5,603	28,197
Other creditors	-	1,000
	60,868	66,986

Income in advance represents assessments paid by circuit churches for the year ended 31 August 2022.

#### 9. Income received in advance

	2023 £	2022 £
Balance at 1 September	37,789	36,226
Released in the year to the statement	(37,789)	(36,226)
Deferred in the year	55,265	37,789
	55,265	37,789

#### 10. Grants Payable

During the year the Charity awarded grants to the following:

	2023 Total £	2022 Total £
<b>Grants made to institutions:</b>		
Marsh MC	437	-
Oxenhope MC	1,115	-
Silsden MC	170	-
Cullingworth MC	108	-
Oxenhope MC	-	801
Long Lee MC	-	855
Craven MC	-	1,000
Worth Valley MC	-	1,000
Aire Valley MC	-	1,000
Christian Links in Keighley Schools	500	-
	2,330	4,656

<b>Reconciliation of grants payable</b>	2023 £	2022 £
<b>Commitment at 1 September</b>	1,000	206
Grants committed in the year (as above)	2,330	4,656
Grants paid in the year	(3,330)	(3,862)
<b>Commitment at 31 August</b> (Note 8)	-	1,000

To comply with Charities SORP (FRS 102) non-performance grants are reported in the SoFA on approval of application. In some cases payment may be spread over a period of time which gives rise to future commitments. These are reported as creditors and shown in note 8.

# Airedale Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2023

### 11. Movement in Funds

For the year ended 31 August 2023	Balance 1 September 2022 £	Income & Realised/ Unrealised Gains £	Expenditure £	Transfers £	Balance 31 August 2023 £
<b>Endowment funds:</b>					
Hebden Wright Charity	40,779	(785)	-	-	39,994
<b>Restricted funds:</b>					
NPNP Grants	-	3,000	(3,000)	-	-
Bingley Foodbank	23,594	11,349	(16,233)	-	18,710
Hebden Wright Charity	-	1,156	-	(1,156)	-
<b>Total Restricted funds</b>	<b>23,594</b>	<b>15,505</b>	<b>(19,233)</b>	<b>(1,156)</b>	<b>18,710</b>
<b>Unrestricted funds:</b>					
General Funds	1,813,854	214,633	(265,137)	(354,358)	1,408,992
Circuit Model Trust Fund	63,159	12,419	(1,630)	335,014	408,962
<b>Total</b>	<b>1,877,013</b>	<b>227,052</b>	<b>(266,767)</b>	<b>(19,344)</b>	<b>1,817,954</b>
<b>Designated funds:</b>					
Manses Funds	28,322	-	(22,712)	16,000	21,610
CAF Grants Funds	6,339	-	(1,830)	4,500	9,009
Victoria Park Funds	85,448	-	(2,691)	-	82,757
Benevolence Fund	5,620	-	-	-	5,620
Keighley Church Fund	24,020	11,060	(8,019)	-	27,061
Exley Head Fund	21,851	4,379	(5,983)	-	20,247
<b>Total designated funds</b>	<b>171,600</b>	<b>15,439</b>	<b>(41,235)</b>	<b>20,500</b>	<b>166,304</b>
<b>Total unrestricted funds</b>	<b>2,048,613</b>	<b>242,491</b>	<b>(308,002)</b>	<b>20,500</b>	<b>1,984,258</b>
<b>Total funds</b>	<b>2,112,986</b>	<b>257,211</b>	<b>(327,235)</b>	<b>-</b>	<b>2,042,962</b>

**Circuit Model Fund Transfers:** to cover grant payments, property transactions and budget support during the year.

#### Restricted funds

NPNP Grants - funding for the Circuit's pre-loved project

Bingley Foodbank - funding for the relief of hunger locally

Hebden Wright Charity - funding to support music, worship and repairs at any of the Circuit's churches.

#### Designated funds:

*Manses fund* - To cover costs of general repairs and maintenance of the manses.

*CAF grants fund* - To cover small property repairs for local churches.

*Victoria Park fund* - Monies put aside by the circuit to cover expenditure for any special projects.

*Benevolence fund* - To cover donations in cases of particular hardship at the discretion of the Ministers.

*Keighley Church Fund* - To cover costs for the day to day running of Keighley church.

*Exley Head Fund* - To cover costs for the day to day running of Exley Head church.

## Airedale Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 11. Movement in Funds (Continued)

For the year ended 31 August 2022	Balance 1 September 2021 £	Income & Realised/ Unrealised Gains £	Expenditure £	Transfers £	Balance 31 August 2022 £
<b>Endowment funds:</b>					
Hebden Wright Charity	42,742	(1,963)	-	-	40,779
<b>Restricted funds:</b>					
District Grants	-	8,000	(8,000)	-	-
Bingley Foodbank	15,566	11,648	(3,620)	-	23,594
Hebden Wright Charity	-	1,147	-	(1,147)	-
<b>Total Restricted funds</b>	15,566	20,795	(11,620)	(1,147)	23,594
<b>Unrestricted funds:</b>					
General Funds	1,565,498	644,141	(354,838)	(40,947)	1,813,854
Circuit Model Trust Fund	40,892	184	(1,011)	23,094	63,159
<b>Total</b>	1,606,390	644,325	(355,850)	(17,853)	1,877,013
<b>Designated funds:</b>					
Manses Funds	41,422	-	(13,100)	-	28,322
CAF Grants Funds	7,995	-	(1,656)	-	6,339
Victoria Park Funds	86,618	-	(1,170)	-	85,448
Benevolence Fund	5,620	-	-	-	5,620
Dunnington Bequest Fund	7,375	-	(7,375)	-	-
Keighley Church Fund	-	32,235	(7,215)	(1,000)	24,020
Exley Head Fund	-	32,556	(30,705)	20,000	21,851
<b>Total designated funds</b>	149,030	64,791	(61,221)	19,000	171,600
<b>Total unrestricted funds</b>	1,755,420	709,116	(417,071)	1,147	2,048,613
<b>Total funds</b>	1,813,728	727,948	(428,690)	-	2,112,986

## Airedale Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 12. Analysis of Net Assets by Fund

For the year ended 31 August 2023	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £
Tangible fixed assets	1,203,843	-	-	-	1,203,843
Investments	-	9,200	-	39,994	49,194
Net current assets	614,111	157,104	18,710	-	789,925
	1,817,954	166,304	18,710	39,994	2,042,962

  

For the year ended 31 August 2022	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £
Tangible fixed assets	1,203,843	-	-	-	1,203,843
Investments	-	9,721	-	40,779	50,500
Net current assets	671,023	162,879	24,741	-	858,643
	1,874,866	172,600	24,741	40,779	2,112,986

#### 13. Related Party Transactions

##### Ministers

Stipends and allowances for presbyters and deacons (collectively ministers) are set annually by the Methodist Conference, and the Circuit is responsible for meeting those costs for all ministers stationed by the Conference in the Circuit. The following ministers received the below stipends for the year:

Name	Position	2023 Salary £	2022 Salary £
Rev C Stainsby	Minister	27,104	26,096
Rev H Shallow	Minister	27,104	26,087
Rev T Keen	Minister	13,371	12,870

All the above were provided with living accommodation as required by the church's Standing Orders.

In addition to the basic stipend, a Connexionally agreed Superintendent Ministers allowance of £2,692 (2022: £2,582) was paid to Rev C Stainsby.

##### Lay employees

The following members of the Circuit Meeting are/were also employees of the Circuit and are/were in receipt of salaries for the work they undertake in the capacities indicated. They do not receive payment for acting as trustees:

Name	Position	2023 Salary £	2022 Salary £
Glenda Coogan	Church Worker	16,393	15,024
Sharon Longman	Church Worker	-	11,306
Jeremy Longman	Digital Outreach Worker	-	8,356
Deborah Brazier	Church Worker	-	11,470
Pippa Lupton	Church Worker	12,637	-

##### Other ministers

No trustees were paid preaching fees in the year (2022 -none).

##### Other payments

No travelling or course fees were paid to trustees (2022 -none).

## Airedale Methodist Circuit

### Notes to the Financial Statements for the Year Ended 31 August 2023

#### 14. Pension Scheme

The Charity makes payments to the Methodist Ministers' Pension Scheme (MMPS) which is a defined benefit scheme. The Circuit accounts for contributions paid for by the ministers and the circuit. Those contributions are paid over to The Methodist Church. The circuit contributes 26.9% (2022 – 26.9%) of ministers' stipends to the Methodist Church.

The cost of the pension scheme to the circuit for the year ended 31 August 2023 was £18,037 (2022: £17,297). At 31 August 2023 £1,953 (2022: £1,503) was prepaid in respect of the scheme.

During the year the Charity made arrangements for a defined contribution pension for its lay employees. The cost of the pension scheme to the circuit for the year ended 31 August 2023 was £2,854 (2022: £3,043). There were no amounts outstanding at the year end (2022: £nil).

#### 15. Commitments

There were no capital commitments at 31 August 2023 (2022: no capital commitments).

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Within one year	1,457	-
Between two and five years	5,462	-
	<b>6,919</b>	<b>-</b>

#### 16. Contingent Liabilities

There were no contingent liabilities as at 31 August 2023 (2022: no contingent liabilities).

#### 17. Hebden Wright Endowment

The Hebden Wright Endowment has been reported within Airedale Methodist Circuit's accounts since the year ending 31 August 2015. Originally it was held by a separate charity relating to Hermit Hole and then Wesley Place Methodist Churches, both long since closed. During 2016-17 the Charity Commission approved a change in the application of income to allow it to be used to support music, worship and repairs at any of the Circuit's churches. The Hebden Wright charity was dissolved in July 2022. The capital of £39,994 has been shown as an endowment at 31 August 2023 (2022: £40,779) and the generated income of £1,156 (2022 : £1,147) has been shown as restricted.

## **Airedale Methodist Circuit**

### **Notes to the Financial Statements for the Year Ended 31 August 2023**

#### **18. Trustees**

The following trustees have held office since 1 September 2022:

Jean Ainsworth	Linda Keen (appointed September 2022, resigned August 2023)
Richard Arnold (appointed September 2023)	Terry Keen (resigned August 2023)
David Ayrton	Philippa Lupton (appointed October 2022)
Maurice Baren	Ann Murgatroyd
Tracy Birks (appointed September 2023)	Kath Neal
Denise Butcher	Christopher Partington (appointed September 2023)
Lindsey Butler (appointed September 2022)	Anne Pearson
Janet Clark	Mary Peet
David Clegg	Olwyne Pullen
Glenda Coogan	Brenda Quail
Claire Corp	Carleen Richardson (resigned August 2023)
Phil Corp	Lena Robinson
Kathleen Crabtree	Louise Rouse
Sue Cutter	Eileen Sergeant
Tony Denning	Helen Shallow
Clare Dewhirst	Tim Sharp
Fiona Green	Graham Sheard
Christine Hambley (appointed September 2022)	Clare Stainsby
Judith Hargreaves	Joanne Stokes
Pam Helyar	Maureen Studholme (appointed September 2022)
Andrew Houldsworth	Emma Sutcliffe
David Howarth	Christine Wood
Peter Howarth	
James Huntington (appointed September 2022, resigned August 2023)	
Graham Iliff	
Eileen Jowitt (resigned September 2022)	

#### **19. Post balance sheet events**

In January 2024 the circuit bought the former Trinity Church in Keighley for £193,960 to be a home for New Places for New People Pre-Loved project and a base for mission and outreach.

# Airedale Methodist Circuit

## Notes to the Financial Statements for the Year Ended 31 August 2023

### 20. Comparative Statement of Financial Activities for the Year Ended 31 August 2022

	Unrestricted Funds			Restricted Funds	Endowment Funds	Total funds 2022
	General Fund	Circuit Model Trust Fund	Designated Funds			
	£	£	£	£	£	£
<b>Income from:</b>						
<b>Donations</b>						
Assessment or Share	190,792	-	8,947	-	-	199,739
Sale of chapel	417,564	-	-	-	-	417,564
<b>Charitable activities</b>						
Grants	-	-	-	8,000	-	8,000
Bingley Foodbank	-	-	-	11,648	-	11,648
Other income	4,534	-	1,142	-	-	5,676
Transfer from circuit church	7,268	-	53,390	-	-	60,658
<b>Other trading activities</b>						
Lettings	23,140	-	2,485	-	-	25,625
<b>Investment income</b>	843	184	80	1,147	-	2,254
<b>Total income</b>	644,141	184	66,044	20,795	-	731,164
<b>Expenditure on:</b>						
<b>Charitable activities:</b>						
Stipends and salaries	151,581	-	4,751	8,000	-	164,332
District Assessments	56,332	-	-	-	-	56,332
Administration and travel	16,524	117	-	-	-	16,641
Insurance and utilities	19,446	-	10,321	-	-	29,767
Circuit property expenditure	40,729	-	37,316	-	-	78,045
Other expenditure	7,626	-	7,177	-	-	14,803
Grants payable	3,000	-	1,656	-	-	4,656
Contributions to District Advance Fund	-	894	-	-	-	894
Bingley Foodbank	-	-	-	3,620	-	3,620
Independent examination	3,468	-	-	-	-	3,468
<b>Total expenditure</b>	298,706	1,011	61,221	11,620	-	372,558
<b>Net income /(expenditure) before other recognised gains</b>	345,435	(827)	4,823	9,175	-	358,606
Realised and unrealised gains on investments	-	-	(1,253)	-	(1,963)	(3,216)
Losses on disposal of fixed assets	(56,132)	-	-	-	-	(56,132)
Transfers between funds	(40,947)	23,094	19,000	(1,147)	-	-
<b>Net movement in funds</b>	248,356	22,267	22,570	8,028	(1,963)	299,258
<b>Funds brought forward</b>	1,565,498	40,892	149,030	15,566	42,742	1,813,728
<b>Funds carried forward</b>	1,813,854	63,159	171,600	23,594	40,779	2,112,986