



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st September 2021 To 31st August 2022

Charity name: Tavistock Methodist Circuit

Charity registration number: 1168514

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our Mission Statement: Building Christ-centred churches that, in the power of the Holy Spirit, and in partnership with other Christian churches, serve their communities, and make disciples of Jesus, to the glory of the Father. See also the Methodist Church Act 1976
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of public worship in each of the Churches that together comprise the Tavistock Methodist Circuit. Certain of the Churches are also authorised to carry out weddings, baptisms, and funerals.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had due regard to the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grant-making is not a primary role of the charity. However, from time to time, the Circuit provides financial assistance to individual churches, to enable them to carry out appropriate mission projects.
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Despite the serious difficulties experienced as a result of the COVID pandemic, the Circuit continued to provide acts of worship to its members, and to the wider public. Traditional ways whereby people attend worship in person were adapted, during those times when attendance in person was not permitted. The Circuit enabled those churches that had the technical capability of doing so, to stream acts of worship 'live' over the internet. A similar approach was adopted, wherever possible, to the holding of funerals, in conjunction with local funeral directors.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	Because people were unable attend public worship in person, and thereby make financial contributions to the work of the churches, payment by other means, including electronic means, were enabled.
Investment performance against objectives	Para 1.41	

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	As a whole, the Circuit managed to maintain a reasonably healthy financial position, despite the difficulties experienced during the COVID
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	See attached reserves policy
Amount of reserves held	Para 1.22	£50,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charity's principal source of funds is from the voluntary giving of its members and other adherents of the various church congregations
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's		
Type of governing document (trust deed, royal charter)	Para 1.25	Act of Parliament
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Model trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more	Para 1.25	Appointed by the Circuit Meeting or individual church councils (some trustees are ex officio)

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Tavistock Methodist Circuit
Other name the charity uses	
Registered charity number	1168514
Charity's principal address	Tavistock Methodist Circuit Chapel Street Tavistock Devon PL19 8DX

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
1	Rev Dr Steve Emery-Wright	Presbyter (Chair of Circuit		Ex officio
2	Rev Paul Smith	Supernumerary Minister		Ex officio
3	Mrs Hilary Boot-Handford	Circuit Steward/ Bere Alston United Church		Circuit Meeting
4	Mrs Jacqueline Shillabeer	Circuit Steward		Circuit Meeting
5	Mr David Dodd	Circuit Steward		Circuit Meeting
6	Mr Graham Skedgell	Circuit Finance		Circuit Meeting
7	Mrs Mel Tamblin	Circuit Administrator		Ex officio
8	Mr Graham Shillabeer	Circuit Property/ Mary Tavy		Circuit Meeting
9	Rev Jeffrey Moles	Supernumerary Minister		Ex officio
10	Mr John Wright	Circuit Property Secretary		Circuit Meeting
11	Mrs Primrose Skedgell	Local Preachers Secretary		Circuit Meeting
12	Mrs Lesley Wright	Bere Alston United Church		Bere Alston United Church
13	Mr Trevor Atkinson	Bere Alston United Church		Bere Alston United Church
14	Mr Ian Parsons	Bere Alston United Church		Bere Alston United Church
15	Mr John	Mary Tavy		Mary Tavy Church
16	Mrs P Emmott	Mary Tavy		Mary Tavy Church
17	Mrs S Dodd	Peter Tavy Rep		Peter Tavy Church
18	Mrs J Ball	Peter Tavy Rep		Peter Tavy Church
19	Mrs M Holt	Yelverton		Yelverton Church
20	Mr C West	Yelverton		Yelverton Church
21	Mrs C Hunt	Yelverton		Yelverton Church
22	Mrs M	Yelverton		Yelverton Church
23	Mrs P Wylie	Tavistock Methodist		Tavistock Church Council
24	Mr N Tamblin	Tavistock Methodist		Tavistock Church Council
25	Mrs J Page	Tavistock Methodist		Tavistock Church Council

26	Mr J Harris	Tavistock Methodist Church		Tavistock Church Council
27	Mr G Orton	Tavistock Methodist Church		Tavistock Church Council
28	Mrs L Orton	Tavistock Methodist Church		Tavistock Church Council
29	Dr D Benzie	Circuit Safeguarding Officer		Circuit Meeting
30	Mrs J Palmer	TACT Rep		Circuit Meeting
31	Mr R Holliday	Bere Alston United Church		Bere Alston United Church
32	Mrs A Marshall	Pioneer Worker		Circuit Meeting
33	Mr T Sprague	Yelverton Rep		Yelverton Church
34	Ms C Sivyver	Mary Tavy		Mary Tavy Church

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held
in this capacity

Name and objects of the
charity on whose behalf the
assets are held and how this
falls within the custodian
charity's objects

Details of arrangements for
safe custody and segregation
of such assets from the
charity's own assets

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional
information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

☐

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) 

Full name(s) JACQUELINE MARY SHILLABER

Position (eg Circuit Steward
Secretary, Chair, etc)

Date 28/3/2023

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

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

	District	Circuit no	24/7
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Registered Charity - Charity Registration number

1168514

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 Dr Steven Emery-Wright
Rev Paul Smith (Supernumerary)
Rev Jeff Moles (Supernumerary)
Rev Malcolm Richards (Supernumerary)

Circuit Stewards:

Mrs Jackie Shillabeer
Mr David Dodd
Mrs Hilary Boot-Handford

Treasurer:

Mr Graham Skedgell

20ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

TAVISTOCK

Circuit

SECTION A				Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note		£	£	£	£	£
a2	Assessment/Share			124,211			124,211	
a3	Capital receipts (Manse sale)				563,230		563,230	
a4	Bank and CFB interest and Investment income			357	1,886		2,243	
a5	Grants			750			750	
a6	Other receipts			45,254			45,254	
a7	TOTAL RECEIPTS			170,572	565,116	0	735,688 (a8)	0
SECTION B								
b1	PAYMENTS							
b2	Stipends, salaries, NIC, Pension and travel costs			80,020			80,020	
b3	Manse Costs			15,317			15,317	
b4	Administration etc			4,383		0	4,383	
b5	District Assessment			28,000	3,185	0	31,185	
b6	Grants & donations			3,300		0	3,300	
b7	Closed Chapels inc. Horrabridge Project			6,486		0	6,486	
b8	Other payments			10,566	324	0	10,890	
b9	TOTAL PAYMENTS			148,072	3,509	0	151,581 (b9)	0
SECTION C								
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)		22,500	561,607	0	584,107	0
c2	Total funds brought forward from last year			42,491	113,703		156,194 (c6)	156,194
c3	Sub total	(c1+c2)		64,991	675,310	0	740,301	156,194
c4	Transfers and adjustments			40,000	(40,000)		0 (c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)		104,991	635,310	0	740,301 (c8)	156,194 (c6)
SECTION D								
d	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS (these amounts should not be included in total receipts/payments above)							
d1	Balance brought forward from last year							
d2	Offerings/Gifts - received for external organisations						2,049	2,339
d3	Offerings/Gifts - passed to external organisations						2,049	2,339
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)						0	0

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							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	Circuit accounts (totals brought forward from page 2 - totals column)		735,688 (a8)		151,581 (b9)		584,107		0 (c7)		156,194 (c6)		740,301 (c8)
e10	TOTAL CASH FUNDS HELD BY CIRCUIT		735,688		151,581		584,107		0		156,194 (x)		740,301 (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	1,614	3,651
f3		
f4	40,878	101,341
f5	113,702	72,079
f6		563,230
f7	156,194 (c6)	740,301 (c8)
f8	0 (e11)	0 (e12)
f9	156,194 (x)	740,301 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2021	At 31 August 2022
g1	5847	5507
g2	2,571,245	2,349,308
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 TAVISTOCK No. 24/7

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 G Skedgell Date 23 Sept 2022

Name and address of treasurer Graham Skedgell

..... Fairview Cottage, Lamerton, Tavistock Post Code PL19 8RR

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 6th March 2023

Signature of the Chair of the meeting CPB
Name of the Chair of the meeting C P BROWN Date 6/3/23

Independent Examiner's Report to the Trustees of the

..... TAVISTOCK Circuit

Charity Number 1168514

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the TAVISTOCK METHODIST Circuit for the year ended 31 August 2022 set out on pages ... to 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 TAVISTOCK

24/7

Independent Examiner's Statement

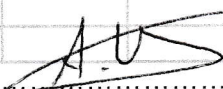
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which give me cause to believe that in, any material respect:

- 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



Name of independent examiner

ANDREW WING LLB FCA

Relevant professional qualification of independent examiner

FCA (ICAEW)

Name of firm (where appropriate)

WINGS, CHARTERED ACCOUNTANTS

Address

UNIT 1, PEARL ASSURANCE HOUSE,

ELBOW LANE, TAVISTOCK.

Post Code

PL19 0BS.

Date

24TH JANUARY 2023.

* delete or circle as appropriate

TAVISTOCK METHODIST CIRCUIT

RESERVES POLICY 2022-23

Funds held at the year end, 31 August 2022

General Funds £104,992

Restricted Funds £635,309

Endowment Funds £ 5,507

RESERVES POLICY FOR GENERAL FUNDS

The Circuit aims to hold 3 months normal expenditure in unrestricted general funds. This is about £25,000.

POLICY FOR RESTRICTED AND DESIGNATED FUNDS

The Circuit aims to hold about £25,000 in the Model Trust Fund, to cover unforeseen emergencies. Proceeds from property disposals are held in the Model Trust Fund. The Circuit aims to utilise its reserves to extend and develop the mission of its Churches.

GRANTS AND LOANS

The policy of the Circuit is, wherever possible, to support Churches that have a clear and realistic vision for their mission. To that end, the Circuit will consider funding requests towards total project costs, subject to funds being available.

ENDOWMENT FUNDS

The level of endowment funds is extremely low. The policy of the Circuit is to hold such funds in TMCP accounts, and to utilise the interest as income to the Circuit.

This Reserves Policy was approved by Tavistock Methodist Circuit, at its meeting on 6 March, 2023.

CHAIR

Rev Christopher Brown

Signed

Date 6/3/23

TREASURER

Graham Skedgell

Signed

Date 6.3.23