



Church  
Accruals Accounts  
2022-2023

**THE METHODIST CHURCH**  
**TEMPLATE REPORT AND ACCOUNTS**  
**(ACCRUALS BASIS)**  
for the year ended 31 August 2023

<b>BURBAGE</b>	<b>Church</b>
----------------	---------------

Registered Charity - Registration number (if applicable)

1169141
---------

HINCKLEY	Circuit No	"23/11"
----------	------------	---------

**Minister**

REV DR TIM WOOLLEY
--------------------

**Church Stewards**

HILARY UNION
--------------

DAVID BLACK
-------------

CAROL BLACK
-------------

BRIAN BRADBURN
----------------

PAT FISHER
------------

KEITH WARE
------------

**Church Treasurer**

CHRISTINE ARMSTRONG
---------------------

**Statement of Financial Activities (SOFA) for the year ended 31 August 2023**

	Notes to the accounts	General Fund (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total 2022-23
		£	£	£	£	£
<b>Income</b>						
1 Offerings		28,996				28,996
2 Donations	3,7	5,449	175	825		6,449
3 Gift aid						0
4 Interest and investment income		1,591	53	1,249		2,893
5 Income from investment properties						0
6 Internal organisations		886				886
7 Other charitable income	3,6,7,14,18	6,189		3,671		9,860
<b>8 Total income</b>		<b>43,111</b>	<b>228</b>	<b>5,745</b>	<b>-</b>	<b>49,084</b>
<b>Expenditure</b>						
9 Circuit assessment or share	4,14	24,400				24,400
10 Grants and donations		4,576	925			5,501
11 Property maintenance		8,005				8,005
12 Insurance,utilities etc		4,238				4,238
13 Depreciation		8,950				8,950
14 Office expenses	10	1,279				1,279
15 Other expenditure	9,11	4,541		6,000		10,541
16 Internal organisations						0
<b>17 Total charitable expenditure</b>		<b>55,989</b>	<b>925</b>	<b>6,000</b>	<b>0</b>	<b>62,914</b>
18 Gains/(losses) on monetary investments				-	453	-453
19 Gains/(losses) on investment properties						0
<b>20 Net income/(expenditure)</b>		<b>-12,878</b>	<b>-697</b>	<b>-255</b>	<b>-453</b>	<b>-14,283</b>
21 Transfers between funds	12					0
22 Other gains/(losses)	13,21	967				967
<b>23 Net movement in funds</b>		<b>-11,911</b>	<b>-697</b>	<b>-255</b>	<b>-453</b>	<b>-13,316</b>
24 Total funds brought forward		1,227,313	1,653	38,496	5,870	1,273,332
<b>25 Total funds carried forward</b>		<b>1,215,402</b>	<b>956</b>	<b>38,241</b>	<b>5,417</b>	<b>1,260,016</b>

**Statement of Financial Activities (SOFA) for the year ended 31 August 2022**

	Notes to the accounts	General Fund (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2021-22 £
<b>Income</b>						
1 Offerings		29,428				29,428
2 Donations	3	1,058	300	1,450		2,808
3 Gift aid		6,371		650		7,021
4 Interest and investment income		277	7	154		438
5 Income from investment properties						0
6 Internal organisations						0
7 Other charitable income	3,6,7,14,18	6,101		3,197		9,298
<b>8 Total income</b>		<b>43,235</b>	<b>307</b>	<b>5,451</b>	<b>-</b>	<b>48,993</b>
<b>Expenditure</b>						
9 Circuit assessment or share	4,14	24,400				24,400
10 Grants and donations		3,225	200			3,425
11 Property maintenance		2,649				2,649
12 Insurance,utilities etc		3,883				3,883
13 Depreciation		10,946				10,946
14 Office expenses	10	1,306				1,306
15 Other expenditure	9,11	2,640				2,640
16 Internal organisations						0
<b>17 Total charitable expenditure</b>		<b>49,049</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>49,249</b>
18 Gains/(losses) on monetary investments				-	205	-205
19 Gains/(losses) on investment properties						0
<b>20 Net income/(expenditure)</b>		<b>-5,814</b>	<b>107</b>	<b>5,451</b>	<b>-205</b>	<b>-461</b>
21 Transfers between funds	12					0
22 Other gains/(losses)	13,21	1,394				1,394
<b>23 Net movement in funds</b>		<b>-4,420</b>	<b>107</b>	<b>5,451</b>	<b>-205</b>	<b>933</b>
24 Total funds brought forward		1,231,733	1,546	33,045	6,075	1,272,399
<b>25 Total funds carried forward</b>		<b>1,227,313</b>	<b>1,653</b>	<b>38,496</b>	<b>5,870</b>	<b>1,273,332</b>

Name of Church

BURBAGE METHODIST CHURCH

Church No

23/11

## Balance Sheet as at 31 August 2023

Notes to the Accounts	General Fund (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2023	Totals 2022
	£	£	£	£	£	£

## Fixed Assets

Church building and other property	13	1,166,999			1,166,999	1,174,982
Investment properties					0	
Investments					0	
<b>Total fixed assets</b>		<b>1,166,999</b>	<b>0</b>	<b>0</b>	<b>1,166,999</b>	<b>1,174,982</b>

## Current Assets

Debtors and prepayments	14	6,748			6,748	6,250
Loans by the Churches					0	
Investments with TMCP	15			5,417	5,417	5,870
Central Finance Board Deposits	16	37,763	956	38,241	76,960	81,388
Cash at Bank and in hand	16	3,892			3,892	4,842
<b>Total current assets</b>		<b>48,403</b>	<b>956</b>	<b>38,241</b>	<b>93,017</b>	<b>98,350</b>

## Current liabilities

Creditors (due in under 1 year)					0	0
Grants payable within 2022-23					0	0
<b>Total current liabilities</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net current assets/liabilities</b>		<b>48,403</b>	<b>956</b>	<b>38,241</b>	<b>93,017</b>	<b>98,350</b>

<b>Total assets less current liabilities</b>		<b>1,215,402</b>	<b>956</b>	<b>38,241</b>	<b>5,417</b>	<b>1,260,016</b>	<b>1,273,332</b>
--	--	------------------	------------	---------------	--------------	------------------	------------------

## Long term liabilities

(due after more than one year)							
Grants payable after 2022-23					0		
Loans to the Church					0		
<b>Net assets</b>		<b>1,215,402</b>	<b>956</b>	<b>38,241</b>	<b>5,417</b>	<b>1,260,016</b>	<b>1,273,332</b>

## Funds of the Church

Funds of the Church							
General Fund (Unrestricted)		1,215,402			1,215,402		1,227,313
Designated Funds (Unrestricted)			956		956		1,653
<b>Total Unrestricted Funds</b>					<b>1,216,358</b>		<b>1,228,966</b>
Restricted Funds				38,241	38,241		38,496
Endowment Funds					5,417	5,417	5,870
<b>Total Funds</b>		<b>1,215,402</b>	<b>956</b>	<b>38,241</b>	<b>5,417</b>	<b>1,260,016</b>	<b>1,273,332</b>

Signed

Church Treasurer

Year ended 31 August 2023

## Notes to the Accounts

### 1 Basis of accounting and accounting policies

#### i Accounting standard

The financial statements have been prepared in accordance with *Accounting and Reporting by Charities: Statement of Recommended Practice (SORP)* 2015. See also **v Accounting framework**, below.

#### ii Public benefit entity

Burbage Methodist Church meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s) below.

#### iii Basis

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year. The accruals basis has been used and trustees present accounts that show a true and fair view of the Church's financial position and activities.

#### iv Content

The financial information presented is relevant, reliable, comparable and complete. Where estimates are used these are based on experience, research and judgement. The accounts are expressed in £Sterling, rounded to the nearest pound. Rounding differences should be ignored. Where the content of this year's accounts is different from that of the previous year, the comparative year's numbers have been adjusted and restated to be in the same format and on the same basis.

#### v Accounting framework

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of *Accounting and Reporting by Charities: Statement of Recommended Practice (SORP)* applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – the Charities SORP (FRSSE) – in replacement for the SORP's 2005 version specified in its related 2008 Regulations and in accordance with the 'true and fair override' provision contained therein.

#### vi Going concern

To the best of their knowledge and belief the trustees confirm that there are no material uncertainties that would call into question the Church's financial viability for at least 12 months from the date of approval of these accounts.

#### vii Income recognition

Income is brought into account when it is more likely than not that the economic benefit of the income will be forthcoming. No attempt is made to measure the value of services donated by volunteers.

Individual amounts categorised as *Other income* in the SOFA will be shown separately if they are considered material.

The time of volunteers is not recognised. Further information on this matter is provided in the Trustees' Annual Report.

Year ended 31 August 2023

## Notes to the Accounts

### **viii Expenditure**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as there is a legal or constructive obligation committing the Church to pay out resources.

### **ix VAT**

Since the District is not VAT registered, all input VAT is charged with the expenses to which it refers.

### **x Tangible fixed assets**

These are capitalised if they can be used for more than one year, and individually cost at least £1000. The freehold property is shown in the accounts at its insured value. No depreciation is provided because the trustees consider the value of the buildings is not less than cost and the depreciation would be immaterial. The property has been reviewed for impairment and none is provided.

### **xi Investments**

The investments are in monetary assets and are held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees. The valuations, at market value, are those provided by TMCP. The unrealised gains arising on investments at the end of the year are shown in the SOFA and in Note 23 below.

Year ended 31 August 2023

## Notes to the Accounts

### **xii Debtors and Creditors; Bank and Cash**

Debtors are stated at the amounts owed to the Church or prepaid. Creditors are initially recognised at settlement amount after any trade discounts, where normal credit terms apply. Subsequently creditors that are current liabilities are measured at the cash or other consideration expected to be paid. The liquid funds of bank balances and deposit account balances are shown at the realisable values.

### **xiii Loans**

Where concessionary loans (*ie* free of interest) are made to the Church to further its charitable purposes, and are repayable after more than one year, they are initially recognised at the amount received, with the carrying value adjusted in subsequent years to reflect repayments and any accrued interest, adjusted for any impairment, if necessary.

### **xiv Funds**

The trustees have adopted a policy for all unrestricted reserves that there should be sufficient liquid assets to cover at least 6 months expenses.

## **2 Glossary of terms**

**CFB:** Central Finance Board of the Methodist Church manages a Common Deposit Fund and a series of pooled investment funds for Methodist entities in Great Britain and provides investment advice to those entities

**Church:** a group of members from fewer than 10 to more than 300

**Circuit:** a group of Methodist Churches near each other, typically between 10 and 30

**Connexion:** The Methodist Church in GB which includes the Head Office at Methodist Church House, all Methodist Districts, Circuits and Churches in Great Britain

**District:** a group of contiguous Circuits, usually between 15 and 30

**FRS:** Financial Reporting Standard

**HMRC:** Her Majesty's Revenue and Customs

**MCF:** Methodist Church Fund

**SOFA:** Statement of Financial Activities

**SORP:** Statement of Recommended Practice

**TMCP:** Trustees for Methodist Church Purposes, the legal owner and Custodian Trustee of all Methodist Model Trust property, including Legacies, Endowments and Accumulated Funds

Year ended 31 August 2023

## Notes to the Accounts

### 3 Adjustments to Prior year

There were no adjustments to be made to last year's accounts.

### 4 Contributions to the Circuit

All assessment payments that were due to the circuit were paid by Direct Debit.

### 5 Cost of Chair and trustees

All of the trustees are volunteers (church council) who receive no payment for their work as trustees.

### 6 Other income

The Church has continued fundraising for a 16th year in order to develop church property and buildings.

Other General Fund income (£6189) in the SOFA includes:

	£
Rents received (adjusted for debtors)	5406
Minister's fees	160
Donations for Leaving Gift for Rev Dr Tim Woolley	430
Miscellaneous income	193
<b>Total</b>	<b>6189</b>



Year ended 31 August 2023

## Notes to the Accounts

### **7 Grants and donations made to the church**

The church received a Warm Spaces grant of £1200 from Hinckley & Bosworth Borough Council during the financial year 2022/23. £31 was also received in donations by members of the public who came to the Warm Spaces sessions. This £1231 is included in box 2 on the SOFA (donations into general funds).

£825 was donated to the Development Fund, including £125 received in memory of a deceased church member.

£175 was donated to the Benevolent Fund.

Donations of £5449 were received towards general church running costs which comprised the following:

- a) The £1200 Warm Spaces Grant & £31 warm spaces donations
- b) £626 donations from the Breakfast at Connect (£300 of which has been paid to other charities)
- c) £521 donations from the Tuesday morning drop-in sessions
- d) £1876 donations received for external organisations (which have been passed on to the relevant charities)
- e) £400 from Stay-and-Play group (who don't pay rent)
- f) £400 from Community Bible Study group
- g) £95 from The Meadows Community Group
- & h) £300 donations by church members

Year ended 31 August 2023

## Notes to the Accounts

### 9 Building Project costs

£6000 worth of donations to the building fund received in the year 2020/21 have been refunded during this financial year. The donations were received specifically to replace the schoolroom roof, but a recent survey revealed that the roof wasn't the only problem with the schoolroom. Much of the building contained wet rot, dry rot and/or rising damp. The costs of renovating the schoolroom were more than the church could afford. We asked for advice from Hinckley Methodist circuit, Northampton Methodist district & the Methodist Connection regarding whether they could see any use for this building, but received only negative comments. The Church Council made the decision to demolish the schoolroom. The demolition started in late August 2023, & the costs will be incurred during the 2023/24 financial year. The Gift Aid previously claimed from this £6000 (totalling £1500) has been deducted from the latest Gift Aid claim which was pending as at 31<sup>st</sup> August 2023.

### 10 Office expenses (General fund and TMCP charges)

Office expenses consisted entirely of printing, broadband, postage & stationery (including printer ink). Telephone expenses were not claimed.

### 11 Other outgoings

	2021-22	2022-23
	£	£
Ministers' fees	80	20
Equipment	1394	967
Cleaning & Consumables	545	1720
Bank Charges	99	163
Children's Work & Messy Church		297
Warm Spaces expenses repaid		51
Other miscellaneous costs	522	1323
<b>Total</b>	<b>2640</b>	<b>4541</b>

Year ended 31 August 2023

## Notes to the Accounts

### 12 Transfers between funds

Easyfundraising money had to be paid into the current account & was transferred into the development account.

Due to changes at our local HSBC branch, which had withdrawn all counter services in October 2021, most bankings for the CFB Development account had to go into the current account first & then be transferred electronically. The only alternative to this was a 30 mile round trip to the Leicester branch of HSBC.

### 13 Buildings and other property

The buildings & contents of the new building were the assessed by a representative of Methodist Insurance when the building opened in August 2017. The value of the land is not known.

The fixtures & fittings have been depreciated at 20% per annum reducing balance. Methodist practice is to not depreciate buildings.

	Buildings £	Fixtures and fittings £	Assets under construction £	Total £
<b>Cost or valuation</b>				
Balance brought forward at 1 September 2022	1,131,200	43,782		1,174,982
Additions in the year		967		967
<i>Less: Disposals in the year</i>				
<i>Depreciation this year</i>		(8950)		(8950)
Transfers between categories				
<b>Balance carried forward at 31 August 2023</b>	<b>1,131,200</b>	<b>35,799</b>		<b>1,166,999</b>

Year ended 31 August 2023

## Notes to the Accounts

### 14 Debtors and prepayments

The debtors as at 31 August 2023 totalled £123. The debtors as at 31 August 2022 totalled £150. So the debtors need to be reduced by £27 & the rent received decreased by £27.

Our circuit assessment for the September to November 2023 quarter, which amounted to £6,625, was prepaid in August 2023. The prepayment as at 31 August 2021 was £6,100, so the prepayments need to be increased by £525, & the circuit assessment on the SOFA needs to be reduced by £525.

### 15 Trustees for Methodist Church Purposes

The Church has three investment funds held by TMCP.

Funds held at present total £5417.32, interest paid into the current account.

1) Rev Walter Foxon Trust (unable to access money) Balance £1574.22

2) Bennett Trust (Arrangements held to access funds, but not through board) Balance £2906.18

3) Various model trust funds (Restriction of £500 cash allowed to be withdrawn) Balance £936.92

### 16 Central Finance Board (CFB) and Cash at Bank

The Church has a current account at HSBC plc, an authorised institution. The sums held on this accounts is immediately available. In addition the Church has three deposit accounts at CFB: there is a general account (from which the assessment is taken by direct debit), a small Benevolent Fund & the Development Fund (restricted to expenses associated with the church rebuild). Interest is earned on these accounts and credited monthly; the sums deposited can be withdrawn (2 authorised signatures required) or transferred to the current account without notice and without loss of interest. The Church has no other financial instruments. These sums are viewed as being liquid and are shown as Current assets on the Balance Sheet.

### 17 Creditors & Loans

The Church had no creditors as at 31<sup>st</sup> August 2023. There were no outstanding loans.

Year ended 31 August 2023

## Notes to the Accounts

### 19 Unrestricted Funds

#### **19.1 General Fund – balance £1,215,402 at 31 August 2023 (2022: £1,227,313)**

The purpose of the fund is for use at the discretion of the trustees in the furtherance of the general objectives of the Church and which have not been designated for other purposes. £1,166,999 of this fund is held as a freehold property (the Church & Schoolroom), fixtures & fittings, & furniture. The remainder comprises the current account & the general CFB Account plus debtors & prepayments.

#### **19.2 Designated Funds – balance £956 at 31 August 2023 (2022: £1653)**

These funds are to serve specific purposes but are not restricted by any document or deed to that purpose alone. These funds comprise the CFB Benevolent Account only.

### 20 Restricted Fund - balance £38,241 at 31 August 2023 (2022: £38496)

The only Restricted Funds comprise the CFB Development Account. This fund (together with the grants & interest-free loans received (now fully repaid)) was used to fund the church rebuild. The church possessed an old schoolroom on the church site, which was unsafe. The Church is in the process of having this building demolished. The cost of the demolition & associated legal costs will be paid from the development fund.

### 21 Analysis of net assets among funds

Fund balances at 31 August 2023 are represented by:

	Unrestricted general and designated funds £	Restricted funds £	Total funds £
Tangible fixed assets	1,166,999		1,166,999
Endowment Funds	5,417	0	5,417
Current assets	49,359	38,241	87,600
Current liabilities	0		0
Payables due after one year	0	0	0
<b>Total</b>	<b>1,221,775</b>	<b>38,241</b>	<b>1,260,016</b>

### 22 Related parties

All of the trustees are members of the Church and some are also trustees of the Circuit.

All Church members contribute to general funds via the weekly collection either by offertory envelopes or cash, or by standing orders directly to the current account.

Year ended 31 August 2023

## Notes to the Accounts

Related parties include the Methodist Connexion, Hinckley Circuit, Northampton District, CFB and TMCP. All of these entities have their own trustees or directors.

### **23 Volunteer contributions**

Every entity (Connexion, District, Circuit, Church) within the Methodist Church in GB is heavily reliant on volunteers who contribute their skills, time and money in the furtherance of the work of the Church. At Burbage Methodist Church, the principal contribution is by serving as stewards, treasurer, fund-raisers, pastoral carers & caterers. We are grateful to all of them for their help and commitment. No attempt has been made by this Church to value the non-monetary contributions to the Church in monetary terms.

### **24 Capital commitments and contingent liabilities**

There were no capital commitments or contingent liabilities at the year end (2021-22: nil).

### **28 Lease commitments**

The Church has contracts or obligations for the following:

- Circuit Assessment, currently £6,625 per quarter.

In addition there are short term obligations as follows:

- Broadband provision, Virgin £38.40 per month
- Photocopier lease, £72 per quarter (may be more if the copy limit is exceeded)

The total liability of these is not considered material.

Year ended 31 August 2023

## Notes to the Accounts

### 29 Internal Organisations

At the start of the year, the church had only one internal organisation, namely JAM Club (Sunday School). The bank balances were transferred to the main church current account, due to the imminent closure of Barclays Bank Hinckley branch. The money is available for other children's work, especially the Friday Messy Church which started in September 2022. At present, Messy Church isn't intending to open its own Bank Account.

Organisation	Opening balance	Income (interest rec'd)	Transfer to HSBC Current A/c	Closing balance
JAM Club	885	1	886	0
<b>Total</b>	885	1	886	0

£289 of the £886 ex-JAM club money has been used by Messy Church, meaning that there is still £597 in the church current account set aside for Messy Church activities in future years. It is highly likely that Messy Church will continue to be funded after all this money has been used up.

### 30 Independent examiner

The independent examiner is Mr Colin Jones, shortly to become treasurer of Hinckley Ambion Rotary Club.

**BURBAGE Church**  
**TRUSTEES' ANNUAL REPORT**

***FOR THE YEAR ENDED 31 AUGUST 2023***

---

**Introduction**

During the financial year 2016-17, the old outdated church was demolished & a modern, single-storey church was built to replace it. The new church was handed over to us in August 2017. The new building is accessible to everyone, & has facilities for the disabled. The church has a variety of multi-use spaces. The new seating is lightweight & stackable in order to allow different layouts depending on the activity taking place.

During 2020/21, we started looking at the possibility of renovating the old schoolroom building, which has no water, gas or electricity supply at present. This would involve replacing the roof, laying on electricity & water supplies, & installing a kitchenette & toilets. The property committee started researching costs & arranging surveys for the building. These surveys found some structural problems, which would be very expensive to correct. Further research and advice were sought into how a renovated or replacement building could be used, & whether it would be financially viable. There were no positive comments, & the Church Council took the decision in October 2022 to demolish the schoolroom as soon as possible. The property committee obtained 3 quotes for the demolition & chose the contractor with the best quote for the job. Much paperwork was required to obtain a contract which satisfied the TMCP, the contractor & the church. A solicitor had to be consulted. The demolition commenced in late August 2023, but was not completed before the financial year end. The cost of the demolition & solicitor will be met from the Development account & will be included in the 2023/24 church accounts. The area where the building stood is going to be made into a garden area for the time being.

The existing garden area continues to be popular when the weather allows.

**Aims and organisation**

To be a church for the 21st Century that seeks to proclaim the Gospel of Jesus Christ, that is God-centred in its life & worship & provides a Christian witness in the Community.

**Review of the year**

The church continues to rent rooms to outside organisations when not being used for church activities. External users include a community choir, a jazz band, an over-50s club & a brownie pack. The church is also used as a polling station for local & national elections.

Activities organised by the church include Stay & Play (for pre-school children & their parent or guardian), Community Bible study, a "Warm



Spaces” session, a Forget-Me-Not café for those suffering from Dementia & their carers, & a drop-in coffee morning where the community can play games, do jigsaws, bring their crafts such as knitting or just sit & chat.

### **Income Trends**

The church has been able to raise sufficient unrestricted funds to meet the general running costs through the Sunday collection & the associated gift aid, plus rental income.

Fundraising for the church development continued. A total of £5,745 (including donations & interest on the development account) was raised in total. This included £1,926 from selling refreshments on the Saturdays when the Farmers’ Market took place on the church Car Park. The farmers’ market took place 11 times during the year. The church opened during the village “Christmas in Burbage” event serving coffee & mince pies plus having a Santa. The church supported both the Burbage Community Arts Festival & the local primary school’s Scarecrow Festival, by opening for refreshments & use of toilets. Our annual Craft Fair returned in October 2022.

The monthly community breakfast resumed on the third Saturday of each month. This is very popular with the local community & £1 is donated to a local charity for each meal served. The charities which benefitted were the local food bank, dial-a-ride & a charity supporting Ukrainian refugees.

Unrestricted Church income is primarily drawn from the Sunday collections and Gift aid tax credit paid by the congregation, & rental income paid by external users of the building.

Restricted income is primarily drawn from fundraising events & donations. Gift Aid is claimed where appropriate. Restricted income is used to fund improvements to our facilities & purchase capital items.

### **Expenditure trends**

The major cost to unrestricted funds is in relation to the assessment paid to the Circuit (Hinckley). This amounted to 52% of our total unrestricted costs (excluding depreciation). The Circuit assessment has remained the same as last year, but will be increasing next year.

A significant amount of the Circuit assessment is used to pay the District assessment, stipends, manse expenses and costs related to Ministers.

The other expenditure includes maintenance, utilities & other general running expenses.

Although we raised £5745 for the development fund, it was necessary to repay £6000 of donations received in 2020/21 as these were given specifically to reroof the schoolroom. The decision to demolish the schoolroom means that these donations cannot be used as intended.

### **Plans for 2023/24**

Church financial plans for the coming year have been prepared on this basis:

Collection & related gift aid plus rental income to be sufficient to cover general expenses such as the assessment, utility bills, consumables, insurance, necessary property repairs and other running expenses.

Fundraising & donations to continue. We resumed some of the fundraising activities which couldn't take place during the pandemic.

## **BURBAGE Church**

### **Trustee's Annual Report on Finance and Governance**

#### **Basis of preparation and legal framework**

The Charity's annual report and accounts for the year ended 31 August 2023 have been prepared in accordance with the Charities Act 2011 and the Charities Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard(FRSSE) 2015

Full Name of Charity / Church: BURBAGE METHODIST CHURCH

Registration Charity Number (if a Registered Charity): 1169141

Date of registration (if registered as a Charity) 2016-9-12

Main communication address 28 PYEHARPS ROAD, BURBAGE, HINCKLEY, LE10 2JE.

The members of the Burbage Methodist Church Council are the Charity Trustees , membership being made up of church office holders, Minister and representatives appointed by the church at the Annual general Meeting.

Full list of Church Council members and key lay employees are shown as Appendix A to this report.

Treasurer: Mrs Christine Armstrong

Christine Armstrong acted as the principal officer overseeing the day to day financial management and accounting for the Church during the year.

Independent examiner: Colin Jones, shortly to be treasurer of Hinckley Ambion Rotary Club

Investment Bankers: Central Finance Board of the Methodist Church  
Trustees for Methodist Church purposes

### **Public Benefit**

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

### **Structure, Governance and Management**

The governing document for the church is the Deed of Union (1932) and Methodist Church Act (1976)

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

Day to day management of the church is undertaken by the Church Leadership team along with the Minister.

The Trustees are appointed at the AGM of the church. Trustees are appointed for a period of 6 years & must be church members. The trustees consist of the minister, 6 stewards, the treasurer & up to 11 other members.

### **Trustee Training**

A range of guidance produced by Methodist Connexion to support the effective running of the church and the role of Trustees is given to the Church Trustees at various meetings and / or training sessions.

### **Related Parties**

The Church is part of the Hinckley Circuit which is part of the Northampton District and is also accountable to the Methodist Conference.

Refresh is held on one Sunday afternoon per month. This is an alternative style of worship, which includes a presentation followed by food. Refresh is organised by church members & overseen by the Minister.

## **BURBAGE Church**

### **Risk Management**

The major risks have been identified and recorded by the Trustees with professional advice taken as required. There is a regular annual review process undertaken and recorded.

Income and Expenditure is being monitored in total and is compared with the approved annual budget on a half yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

### **Reserves Policy**

The Reserves Policy for the Church is to hold a minimum sum equivalent to 6 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on the church building and / or to be able to continue, in the short term, funding planned activities in the event of any inability to raise the full expenses including the assessment payable to the Circuit.

## Appendix A

### CHURCH COUNCIL MEMBERSHIP & KEY LAY WORKERS

#### MINISTERS

REV DR TIM WOOLLEY (to 31/7/23)

REV PATRICIA MUKOROMBINDO (FROM 1/8/23)

#### LAY WORKERS

ANNE HADDON (PASTORAL ASSISTANT)

COLIN HADDON (PASTORAL ASSISTANT)

#### CHURCH STEWARDS

PAT FISHER (TO 31/8/23)

DAVID BLACK

CAROL BLACK

KEITH WARE

HILARY UNION

BRIAN BRADBURN

#### TREASURER

CHRISTINE ARMSTRONG

#### CHURCH SAFEGUARDING CO-ORDINATOR

HILARY UNION

#### CHURCH REPRESENTATIVES (OTHER MEMBERS OF THE CHURCH COUNCIL)

1. ANNE BAILEY (SECRETARY)
2. NEVILLE SPARK (CIRCUIT REP)
3. CHRISTOPHER WEBB
4. GILL KEARNEY (PASTORAL SECRETARY)
5. ROSEMARY BRADBURN (MISSIONS/CHURCHES TOGETHER)
6. BARBARA REARDON (CHILDREN'S WORK)
7. JOHN NICHOLS (PROPERTY SECRETARY/REFRESH)

BURBAGE Church

## DECLARATIONS

### Treasurer

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

Date

Name

CHRISTINE ARMSTRONG

Address

28 PYEHARPS ROAD, BURBAGE, LEICS, LE10 2JE

### Presentation to the Church Council Meeting for approval.

I confirm that the Accounts were, or will be, presented to the Church Council Meeting on  
and were approved.

24-Oct-23

Signature of the Chair of the meeting

Name of the Chair of the meeting

REV PATRICIA MUKOROMBINDO

Date

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

BURBAGE

Church

This Report is on the Church Accounts for the year ended 31<sup>st</sup> August

2023

### Respective responsibilities of Trustees and Examiner

The Church's trustees are responsible for the preparation of the accounts. The Church'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 2011;
- to follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities
- to state whether particular matters have come to my attention.

**BURBAGE Church**

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the 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 you as 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

- 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

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name

MR COLIN JONES

Signature

Relevant Professional qualification or body

RETIRED FINANCE DIRECTOR, HANSON PACKED  
PRODUCTS

Address

11 PICKERING PLACE, BURBAGE, LE10 2FJ

Date

22/12/2023