

MARKET HARBOROUGH METHODIST CHURCH
FINANCIAL STATEMENTS
31 AUGUST 2021

Charity Number 1178813

MARKET HARBOROUGH METHODIST CHURCH

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

The trustees have pleasure in presenting their report and the independently examined financial statements of the charity for the year ended 31 August 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name: Market Harborough Methodist Church

Charity Registration Number: 1178813

THE TRUSTEES (Church Council)

The trustees who served the charity during the period were as follows:

Rev Andrew T Murphy (Chair)
David Nixon (Secretary)
Richard Huntington (Treasurer)

Church Stewards

Catherine Clarke
Paul Colliss
Margaret Cox
Helen Green
Emma Hadkiss
Peter Hales
Susan Nixon
Ian Varey

Other members of the Church Council

Anita Beer
Donald Clinton-Smith
Alan Cox
Brenda Davies
Maggie Hadkiss
Neil Hadkiss
Shirley Hales
Christine Hodgson
Rachel Hounsfield
Audrey Huntington
John Pearce
Susan Routley
Hannah Russell
Gordon Shorley
Margaret Shorley
Ruth Thomas-Twinn
Rev David Tomlin
Roland Whatton

In attendance as an observer from the Market Harborough Methodist Circuit:

Peter Arnold

Independent Examiner

Sarah Atwell-King

MARKET HARBOROUGH METHODIST CHURCH

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Market Harborough Methodist Church is part of the Market Harborough Methodist Circuit, which in turn is a component of the Northampton District of the Methodist Church of Great Britain. The Minister, who is also the Circuit Superintendent, is supported by internal groups and committees as follows:

Church Council

The Minister appointed to the Circuit, Church Stewards, Treasurer, Church Council Secretary, up to 21 representative Church Members (elected annually by the General Church Meeting). In attendance is a Circuit Steward and the Circuit Youth and Families Development worker. All appointments are made annually, although there is an expectation that members will serve for a number of years.

All the Committees listed below report to the Church Council, which meets at least twice annually.

Church Stewards

8 stewards are elected by the General Church Meeting, for a maximum of six years. Responsible, with the Minister, for leadership over a whole range of the church's life and for acting on decisions and policies of the Church Council. Eight stewards have served over the current year.

Property Committee

5 Property Stewards manage the property on a day to day basis and develop property proposals for presentation to the Church Council, covering maintenance and building enhancements.

Pastoral Committee

Minister and Pastoral Visitors. Concerned with the pastoral care of Church members and attenders, maintenance of membership roll and promotion of fellowship through church groups.

Safeguarding Officer

The Church Council appoints a Safeguarding Officer who is appropriately trained and qualified, and this officer is supported by the Circuit Safeguarding Officers, and those at a District level.

Mission and Service Team

Chair, Minister and co-opted members. Developing, facilitating, promoting and implementing the church's evangelistic witness to the Christian faith, outreach, and social action.

Children and Youth Work Activities

Leaders of the various groups of children's activities are accountable to the Church Council and are also supported by a Circuit committee appointed to oversee youth work more widely.

Stewardship Committee

Meets twice-annually to discuss a nominated charity for the year, and to co-ordinate our financial appeal to members, encouraging them to review their giving.

Prayer Ministry Team

This team of volunteers is active on a Sunday morning to provide prayer support when requested.

MARKET HARBOROUGH METHODIST CHURCH

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Worship and Music Team

Worship services are led by our Minister and other Preachers appointed by the Circuit. Musicians are co-ordinated by our music co-ordinator, and the wider church are occasionally consulted by the Minister in reviewing our provision of worship services.

Governance

Our statutes of governance and procedures such as the appointment of Trustees and other officers follows '*The Constitutional Practice and Discipline of the Methodist Church*' (CPD), which is revised annually by the Methodist Conference and published annually by Trustees for Methodist Church Purposes (TMCP).

The primary governing body of Market Harborough Methodist Church, in accordance with CPD, is the Church Council. Members of the Council are the Managing Trustees, and the Council is chaired by the Minister. Church Council representatives and Church Stewards are elected at the General Church Meeting which is held annually. All church members can attend this meeting and are entitled to votes and raise any issues for discussion. The Trustees actively seek nominations for new Trustees who can represent all aspects of the church community and its activities.

At the first Council meeting of each year, new members receive documentation explaining their role as Trustees, this includes information provided by the Charity Commission. The Trustees receive no remuneration or other financial benefits from their work. All decisions taken at the Church Council meetings are minuted, and a summary is made available to church members and others through the quarterly 'Ambassador' newsletters and in the weekly church service notices. A full copy of the Council minutes is displayed on a church noticeboard.

Management

The Trustees have maintained financial management arrangements requiring dual signatures on all cheques, and prior approval for all except minor items of expenditure.

The Trustees have maintained a Safeguarding policy with appropriate DBS (Disclosure and Barring Service) checks for all aspects of the work of the Church with children and vulnerable adults.

The Trustees have maintained a system of formal risk assessment and a risk register. This includes mitigation strategies and is reviewed annually by the Trustees and by relevant sub-committees.

Day to Day management of the premises of the Church and the caretaking staff is delegated to the Property Committee, some members of which are members of the Church Council.

OBJECTIVES AND ACTIVITIES

Market Harborough Methodist Church seeks to achieve its purpose of advancing the Christian Faith by holding public worship on Sundays and on occasional weekdays, and by encouraging its members to live up to the priorities of the Methodist calling, namely evangelism, worship, service, learning and caring.

MARKET HARBOROUGH METHODIST CHURCH

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

OBJECTIVES AND ACTIVITIES (continued)

Every effort is made to ensure that the services are excellent in quality and accessible and inviting to all. The church buildings are open during the week both as a resource for local community groups to utilise and to provide a space for prayer, reflection and rest. Facilities are offered for baptisms, weddings and funerals, together with accompanying pastoral care.

The Church is an active member of 'Churches Together in Harborough' which promotes ecumenical dialogue, services and inter-denominational activities within Market Harborough and the surrounding area.

ACHIEVEMENTS AND PERFORMANCE

WORSHIP IN 2021

At the start of the year, the Church was open for public worship having taken the necessary precautions to make the buildings covid-safe.

During the year services have been held in the Church when the prevailing covid risk was low and at other times by 'Zoom' meetings, weekly pastoral letters/emails, weekly video messages and regular telephone calls by pastoral visitors to those people on their pastoral lists.

By the end of the year services were being held each week, with basic covid related guidelines being maintained to ensure the safety of worshippers.

Property & Finance

A steady programme of maintenance has continued through the year to ensure that the buildings provide a safe and welcoming space and to reduce their carbon footprint. Almost £14,000 of funds has been donated to support a number of local and overseas projects which help people in need.

Worship

Whilst the buildings have been open for public worship, the pattern of Sunday services has been sustained, with a willingness to innovate as well as maintaining a tradition of excellence. The church continues to welcome visitors and new members.

At the end of the year, a 'live streaming' system was introduced to allow housebound and other members to experience worship in their own homes alongside the congregation in the Church.

Growth in Membership / Loss of Members

Market Harborough Methodist Church encourages people to express their Christian commitment in terms of baptism, confirmation and church membership. In the year 2020-21, we received four new members and conducted two baptisms. Four of our members moved away and, sadly, seven members died. In total, five funerals were conducted either on our church premises or by the Minister at another venue (for members and non-members). There were no weddings conducted during the year.

MARKET HARBOROUGH METHODIST CHURCH

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

ACHIEVEMENTS AND PERFORMANCE (continued)

Community Service

The premises remain available to a wide range of community groups and activities. Church members engage as volunteers with a number of these organisations. In particular, members act as Street Pastors, support the Jubilee Food Bank, the Bower House counselling service, the 'Cube' young people's space, and are involved in house-to-house collecting for Christian Aid.

Work with Children & Young People

All work with children was cut short this year during the 'lockdown'.

- 'Fishes' is our fortnightly Sunday School, with currently around 6 children regularly attending.
- 'Pizza Club' is a fortnightly gathering for young people in school years 4-7, who meet for 2 hours with a group of leaders to socialise, eat together, play games and grow in Christian discipleship. This venture, paused during the pandemic, is to be relaunched in September 2021.
- 'Stay, Play and Weigh' is a fortnightly group for parents with babies, now relaunched and run by volunteers.
- The Minister also regularly leads assemblies or classroom sessions in two Market Harborough primary schools, and Welland Park Academy (high school), as well as four other village schools in the area. This work has been largely conducted with recorded messages and assemblies via our YouTube Channel, with only the occasional visit to schools during the pandemic.
- Our Methodist Circuit have appointed a new Lay Worker, to start in September 2021, whose job will include some work with children and young people.

Ecumenical Links

The Church has participated actively in Churches Together in Harborough and supported the events organised by CTH.

FINANCIAL REVIEW

The Church achieved a surplus for the year ended 31 August 2021 as the buildings were able to reopen and some income from lettings was received. Offerings from members returned to their previous levels due to many members maintaining their contributions by standing order. Costs were minimised wherever possible to reduce the impact of the lower income whilst the Church's employee was furloughed for the whole period of the building closure.

Reserves Policy

The Trustees aim to maintain free reserves in the unrestricted General Fund at a level which equates to approximately six months of unrestricted expenditure. The Trustees consider that at this level, the reserves will provide sufficient working capital to cover the normal fluctuations in income and expenditure and to meet emergency calls on cash, for example for unexpected repairs. At the end of the year, General Funds equated to 39.3% of annual General Fund expenditure. (2020 =24.5%)

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Market Harborough	Church
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FOR THE YEAR ENDED

31 August 2021

Market Harborough Circuit	Circuit no	23/20
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Registered Charity - Charity Registration number

1178813

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)

Minister:

Rev Andrew T Murphy

Church Stewards:

Miss Catherine Clarke - Senior Steward
Mr Paul Colliss Mrs Margaret Cox
Mrs Helen Green Mrs Susan Nixon
Mr Peter Hales Mr Ian Varey
Miss Emma Hadkiss

Treasurer:

Mr Richard Huntington

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	76,718		76,718	70,116
a3	Bank and CFB interest and Investment income	39	59	98	485
a4	Lettings	2,091		2,091	16,796
a5	Other receipts	22,277		22,277	15,692
a6	TOTAL RECEIPTS	101,125	59	101,184 (a7)	103,089

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share	44,316		44,316	51,216
b3	Donations	13,965		13,965	8,831
b4	Repairs and Maintenance	24,958	4,000	28,958	27,456
b5	Utilities (Insurances, water charges, heating & lighting)	5,809		5,809	8,716
b6					
b7	Other payments	2,568		2,568	7,277
b8	TOTAL PAYMENTS	91,616	4,000	95,616 (b9)	103,496

SECTION C								
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	9,509	(3,941)	5,568		(407)	
c2	Total funds brought forward from last year		24,478	54,297	78,775	(c6)	77,223	
c3	Sub total	(c1+c2)	33,987	50,356	84,343		76,816	
c4	Transfers and adjustments		1,257		1,257	(c7)	1,959	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	35,244	50,356	85,600	(c8)	78,775	(c6)

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

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL**SECTION E****Please follow the Guidance Notes to complete this page**

Summary of the Church accounts for the year ended 31 August 2021 and Internal Organisations reporting to the Church Council/Church 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 income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, 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 District and connected District Organisations.

INTERNAL ORGANISATIONS		Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1	See separate sheet	697	2,447	(1,750)	(1,257)	6,419	3,412
e2							
e3							
e4							
e5							
e6							
e7							
e8	Sub total of Internal Organisations funds	697	2,447	(1,750)	(1,257)	6,419 (e11)	3,412 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	101,184 (a7)	95,616 (b9)	5,568	1,257 (c7)	78,775 (c6)	85,600 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	101,881	98,063	3,818		85,194 (x)	89,012 (y)
Continue on a separate sheet if necessary and bring the totals forward		TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F**STATEMENT OF ASSETS AND LIABILITIES****CHURCH - CASH FUNDS HELD at 31 August 2021**

		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	4,960	5,693
f3	Bank Deposit Account		
f4	Central Finance Board	24,518	34,551
f5	Trustees for Methodist Church Purposes	49,297	45,356
f6	Other funds		
f7	SUB TOTAL - Church accounts	78,775 (c6)	85,600 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	6,419 (e11)	3,412 (e12)
f9	TOTAL CASH FUNDS HELD BY CHURCH	85,194 (x)	89,012 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

		At 1 September 2020	At 31 August 2021
g1	Investments (include Endowments)	34,329	34,337
g2	Land & Buildings (see notes re Insurance value)	2,701,486	2,701,486
g3	Other Assets		
g4	Loan(s) - show amount outstanding at year end		
g5	Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

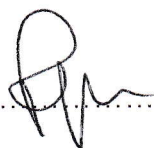
g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5)

Name of Church: Market Harborough Methodist Church

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2021 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of Treasurer



Date

28/10/21

Name and address of Treasurer: Richard Huntington

16 Horsefair Close, Market Harborough, Leics

Post Code: LE16 9QP

Presentation to the Church Trustees

I confirm that the annual report and accounts for the year ended 31 August 2021 were presented to the meeting of the Church trustees held on 14 October 2021.

Signature of the Chair of the meeting



Name of the Chair of the meeting Rev Andrew T Murphy

Date

03/11/21

Independent Examiner's Report to the Trustees of the

Market Harborough Methodist Church

Charity Number 1178813

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Market Harborough Methodist Church for the year ended 31 August 2021 set out on pages 1 to 3. As the Church'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 Church'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 Church: Market Harborough Methodist Church

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 Mrs Sarah Atwell-King

Relevant professional qualification of independent examiner accountant

Name of firm (where appropriate) N/A

Address 8 Ancaster Way

North Luffenham Post Code LE15 8LH

Date 24-10-21

* delete or circle as appropriate

RESERVES POLICY of

Market Harborough Church Council

1.	General Funds held at Y/E 31/08/2021	£35,244
2.	Restricted Funds held “	£16,019
3.	Endowment Funds held “	£34,337

4. **Reserves policy for General Funds**

The Trustees aim to maintain free reserves in the General Fund (unrestricted) at a level which equates to approximately six months of unrestricted expenditure.

The Trustees consider that at this level, the reserves will provide sufficient working capital to cover the normal fluctuations in income and expenditure and to meet emergency calls on cash, for example for unexpected repairs. At the end of the year, General Funds equated to 39.3% of annual General Fund Expenditure. (2020 = 24.5%)

5. **Policy for Restricted Funds**

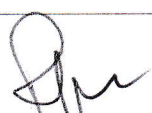
The principal Restricted Fund, of £6,818 (2020 = £6,770) is the index-linked portion of the Ivy Peach Bequest and is available for major repairs. A bequest of £5,000, to be used for the support of children's work in the Church is held as a restricted fund.

6. **Terms relating to Endowment Funds held**

The principal Endowment Fund is the Ivy Peach Bequest, which is invested with TMCP, Manchester. This permanent endowment amounts to £28,240. The interest on this bequest can be used for the maintenance of the Church buildings and the organ. The Church Council has designated that the capital in this trust should be index-linked each year to provide a fund for major repairs. Any surplus funds over and above the index-linked amount are freely available for general Church maintenance. At the end of the year, the index-linked amount was £6,818 and is shown as a restricted fund above. The freely available amount at the year-end was £nil (2020 = £nil), and is included in General Funds above.

This Reserves Policy has been approved by

Market Harborough Church Council

Treasurer	Trustee
Full name Richard Huntington	Full Name Rev Andrew T Murphy
Signature 	Signature 