



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/2020  
31/08/2021

Period start date To  
Period end date

Charity name: Upton Methodist Church

Charity registration number: 1189452

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Religious Activities</b>
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	<b>Provides Christian Worship, Teaching, Fellowship and Support. Provides a Preschool Provides buildings/facilities/open space to youth groups and community groups</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The activities of the Trustees of Upton Methodist Church adheres to the guidance issued by the Charity Commission on public benefit</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related	Para 1.38	

investment		
Contribution made by volunteers	Para 1.38	<b>The day to day running of the Church and the work carried out in its name is voluntarily carried out by its Members and Trustees.</b>
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	<b>The main achievement of the Charity is the continued and ongoing provision of Sunday Worship Services, Christian education, fellowship, support and care. The provision of a Pre-school, halls and outdoor open space are of benefit to its members and wider local community.</b>

### 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	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Copy of the annual accounts is attached.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To cover the Assessment, Heating, Lighting, Insurance, PreSchool liabilities for a period of 6 months and also required building improvements and general maintenance.
Amount of reserves held	Para 1.22	£70,925.56
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	
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 trusts:		<b>General Methodist Church Charity Trust.</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>DEED OF UNION (1932) AND METHODIST CHURCH ACT (1976)</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Trust.</b>
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 trustees	Para 1.25	<b>New Trustees are appointed from the general Church membership by nomination and confirmed via a majority Trustee vote.</b>

### 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	Upton Methodist Church
Other name the charity uses	N/A
Registered charity number	<b>1189452</b>
Charity's principal address	Upton Methodist Church 79 Dorchester Road, Upton, Poole, Dorset. BH16 5NN

### 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 (if any)
1	Rev Karen James	Chair		
2	Mr Keshento Burbidge	Secretary, Steward, Safeguarding,		Church Council
3	Mrs Christine Snape	Senior Steward		Church Council
4	Mrs Pauline Owen	Steward, G.D.P.R. Pastoral Secretary		Church Council
5	Mrs Moira Thompson	Steward		Church Council
6	Mrs Sue Wright	Steward, Organist		Church Council
7	Mrs Katrin Harwood	Treasurer		Church Council
8	Mr Martin Alcock	Property Steward Mission		Church Council
9	Mr John Ross	Property Secretary		Church Council
10	Mrs Judith Hopewell	Pre-school Management Committee Chair		Church Council
11	Mr Glyn Owen	Ballam Trust		Church Council
12	Mrs Gill Heron	Congregational Representative		Church Membership
13	Mrs Alison Ross	Congregational Representative		Church Membership



		e		
14	Mrs Jayne Jones	Congregational Representative		Church Membership
15	Mr Christopher Bailey	Congregational Representative		Church Membership
16	Mrs Teresa Neal	Congregational Representative	25/04/2021 onwards	Church Membership
17	Miss Victoria Neal	Congregational Representative	25/04/2021 onwards	Church Membership
18	Mr David Harland	Congregational Representative	Stepped down 15/10/2020	Church Membership
19	Mr Brian Tucknott	Circuit Representative		
20				

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

Director name	N/A	

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)**

<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

#### **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**

--

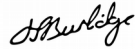
## Declarations

---

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

	
---	--

**Full name(s)**

Keshento Kevin James	Burbidge
----------------------	----------

**Position (eg  
Secretary, Chair,  
etc)**

Secretary	
-----------	--

**Date**

20/06/2022
------------

# THE METHODIST CHURCH

## STANDARD FORM OF ACCOUNTS

**Upton Methodist**

FOR THE YEAR ENDED

31 August 2021

Poole Bay	Circuit	Circuit no	
-----------	---------	------------	--

**Registered Charity - Charity Registration number**

118

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 from registration under Statutory Instrument 2014 No.242)

Minister:

Rev Karen James

Church Stewards:

Christine Snape

Treasurer:

Katrin Harwood

CHURCH  
YMENTS  
COUNTS

Church
--------

--

9452
------

--

le status  
's  
excepted

--


--

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year	
		£	£	£	£	
a1	RECEIPTS	Note				
a2	Offerings and Tax recovered		16,731	16,731	24,528	
a3	Bank and CFB interest and Investment income		161	161	245	
a4	Lettings		9,308	9,308	10,810	
a5	Other receipts		3,985	3,985	3,649	
a6	TOTAL RECEIPTS		30,185	0	30,185 (a7)	39,231

SECTION B						
b1	PAYMENTS					
b2	Circuit Assessment or Share		17,386		17,386	27,083
b3	Donations		450		450	450
b4	Repairs and Maintenance		2,824		2,824	4,692
b5	Utilities (Insurances, water charges, heating & lighting)		3,659		3,659	4,795
b6			0		0	0
b7	Other payments		1,937		1,937	1,807
b8	TOTAL PAYMENTS		26,256	0	26,256 (b9)	38,827

SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	3,928	0	3,928	404
c2	Total funds brought forward from last year		63,397		63,397 (c6)	59,433
c3	Sub total	(c1+c2)	67,326	0	67,326	59,837
c4	Transfers and adjustments		3,600		3,600 (c7)	3,560
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	70,926	0	70,926 (c8)	63,397 (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 ngures above)			£	£
d1	Balance brought forward from last year			0	
d2	Offerings/Gifts - received for external organisations			885	1,290
d3	Offerings/Gifts - passed to external organisations			885	1,290
d4	BALANCE STILL TO BE PAID (d1+d2-d3)			0	0



**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 2020 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	Upton Methodist Church						
	PreSchool	146,840	139,871	6,969	(3,600)	45,331	48,699
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	146,840	139,871	6,969	(3,600)	45,331 (e11)	48,699 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	30,185 (a7)	26,256 (b9)	3,928	3,600 (c7)	63,397 (c6)	70,926 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	177,025	166,128	10,897	0	108,728 (x)	119,625 (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 2020**

		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	26,930	30,131
f3	Bank Deposit Account	33,890	37,498
f4	Central Finance Board	2,577	3,297
f5	Trustees for Methodist Church Purposes		
f6	Other funds		
f7	SUB TOTAL - Church accounts	63,397 (c6)	70,926 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	45,331 (e11)	48,699 (e12)
f9	TOTAL CASH FUNDS HELD BY CHURCH	108,728 (x)	119,625 (y)

**SECTION G****OTHER ASSETS and LIABILITIES**

		At 1 September 2020	At 31 August 2021
g1	Investments (include Endowments)	12,335	14,051
g2	Land & Buildings (see notes re Insurance value)	946,966	971,589
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: **Upton 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: KH Date 2/10/2022

Name and address of treasurer: Katrin Harwood  
86 Upton Way, Broadstone, BH18 9NA

### **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 14/10/21

Signature of the Chair of the meeting: KJ

Name of the Chair of the meeting: Rev Karen James Date 4/28/2022

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

#### **Upton Methodist Church**

**Charity Number 1189452**

### **Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the Upton Methodist Church for the year ended 31 August 2020 set out on pages 1 to 5. 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: **Upton 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      LW

Name of independent examiner      Lizzie Wildbur

Relevant professional qualification of independent examiner      FCCA

Name of firm (where appropriate)

Address

Post Code      BH18 9NB

Date      4/20/2022

\* delete or circle as appropriate

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

## **Upton Methodist Church**

**Charity Number 1189452**

### **Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the Upton Methodist Church for the year ended 31 August 2020 set out on pages 1 to 5. 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 in accordance with the Chartered Accountants' Code of Ethics. In carrying out my examination, I have followed all the applicable Directions given by the Institute of Chartered Accountants in England and Wales under section 145(5)(b) of the Act.

\* delete or circle as appropriate

Name of Church: **Upton Methodist Church**

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have arisen from the examination (other than that disclosed below\*) which give me cause for concern or require me to express any reservations or qualifications in respect of the accounts:

- the accounting records were not kept in accordance with section 145(5)(b) of the Act;
- 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 which should be drawn in this report in order to enable a proper understanding of the accounts.

I have/have not\* obtained independent verification of all investments with the Church, any other trusts, bank balances and funds at the Central Finance Committee which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Signature of independent examiner LW

Name of independent examiner Lizzie Wildbur

Relevant professional qualification of independent examiner

Name of firm (where appropriate)

Address

Post Code BH18 9NB

Date 04/20/2022

of the

Methodist Church for the year ended 31  
possible for the preparation of the  
(the Act').

Under section 145 of the Act and, in  
given by the Charity Commission under

to come to my attention in connection  
se to believe that in, any material

130 of the Act; or

with the examination to which attention  
the accounts to be reached.

the Trustees for Methodist Church  
Finance Board of the Methodist Church  
balance sheet date.

FCCA