



Trustees' Annual Report for the period

From 1st September 2021 Period start date To 31st August 2022
Period end date

Charity name: Layton Methodist Church

Charity registration number: 1194986

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of: a) the Christian Faith in accordance with the doctrinal standards and the discipline of the Methodist Church</p> <p>b) any charitable purpose for the time being of any Connexional, district, circuit, local or other organisation of the Methodist Church.</p> <p>c) any charitable purpose for the time being of any society or institution of ancillary to the Methodist Church</p> <p>d) any purpose for the time being of any charity being a charity subsidiary or ancillary to the Methodist Church</p>
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	<p>Throughout the year our charity has restructured our finances and organisation to church/community approach (see annex). This is in preparation for the new reporting year. All community activities Current (Toddler Group, Film Night and Oasis) and future are supported. All associated finances and applications for community capital/revenue funding will be kept for the use of the community and enable the upkeep of the building. This approach enables us to assure bodies that all community activity funding given to the church will be for the purposes of public (community) benefit through the array of activities held within the Church, Forward Centre funding and Oasis Coffee Lounge which are all serving the community needs.</p>

		<p>Alongside our community work the church holds Weekly Public Services, Sunday School (known as Friends of God - FoG), Bible Study, Wednesday Fellowship Meetings with a guest speaker. Our pastoral team offer pastoral care into the community, which includes offering communion in the community such as at home, hospital or in hospices.</p> <p>In addition, outside organisations are able to use the buildings such as craft groups and other denominational church groups.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The objectives of the Trust are to reflect both the faith and community aims and that the church is open to all and all areas are easily accessible. We are an inclusive church, all trustees are obliged to attend diversity and inclusion training. These objectives are regularly reviewed by the Trustees to ensure that they continue to reflect these aims. In carrying out these reviews, the trustees have considered the Charity Commission's general guidance on public benefit and, in particular, its supplementary public guidance on the advancement of religion for public benefit.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants are made so no policy is necessary.
Policy on social investment including program related investment	Para 1.38	No investments are made or pursued so no policy is necessary
Contribution made by volunteers	Para 1.38	<p>The church follows the Safer Recruitment guidelines issued by the Methodist Church and all volunteers comply with DBS and Safeguarding regulations and training.</p> <p>We continually recognise the efforts of our volunteers, providing them a sense of achievement and self-worth.</p>

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	The church has been able to introduce Film Nights, extend Oasis opening hours and make links with local partnerships who use the building to promote the health and well being of the residents in the local community.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The introduction of Film Nights was well received and enjoyed by members of the church and community. The extension to the coffee hours has been of great benefit to the people in the community.
Performance of fundraising activities against objectives set	Para 1.41	Since becoming a charity the church has been able to apply for further grants to enable the work on the vision of the Forward Centre to be started.
Investment performance against objectives	Para 1.41	N/A

Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£9253
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The church reserves policy is to hold enough funds to meet three months expenses. This sum is held in a separate account, to be accessed only in the instance of existing funds failing to meet the outgoings.
Amount of reserves held	Para 1.22	£2120
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is reliant on giving/donations by church members and through our community café which is supported by grants.

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	Many members give by standing order but some weekly. Gift Aid payment also assists to increase many of these donations. We run a charitable community café which helps with the running costs. We plan to apply for grant funding to expand our community offer.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The charity's greatest risk is that ultimately donations from members and financial reserves will not prove sufficient to support and honour the charity's financial commitments. To manage this risk we are to start our new financial structure.
Other		

Structure, Governance and Management

Description of charity's trusts:		Charitable Trust
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated
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	Appointed by proposals made at the Church Annual General Meeting

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	To ensure that new trustees are made aware of their responsibilities under the Charities Act they are made familiar with the charity's Deed of Trust and the Charity's aims and Charity Commission publications/notifications are issued to each trustee as received.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The church works under the organisational structure of the Methodist Church. The church also works with other partnerships.
Relationship with any related parties	Para 1.51	The church has good relationships at Circuit, district and Connexion levels and local churches of different denominations within the community. We have commenced talks in relation to setting up a community forum for local providers.
Other		The trustees are responsible for the general control and management of the charity, each giving their time freely without remuneration or other financial benefits. Trustees meet twice or three times per year and are responsible for decisions related to the charity's day by day activities.

Reference and Administrative details

Charity name	Layton Methodist Church
Other name the charity uses	Was known as Salem Methodist Church
Registered charity number	1194986
Charity's principal address	3 Alder Grove Poulton-le-Fylde Lancashire FY6 8EJ

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	Marjorie Helen Jepson	Trustee		Layton Methodist Church Council
2	David Roger Leach	Trustee Secretary		As above
3	Robert Leslie Brookes	Trustee		As above
4	Margaret Ruth Sellers	Trustee		As above
5	Elizabeth Margaret Crook	Trustee		As above
6	James Peter Crook	Trustee		As above
7	Amelia Lesley Walmsley	Trustee		As above
8	Geoffrey Ellis Pritchard	Trustee		As above
9	Kathryn Ellen Pritchard	Trustee Treasurer		As above
10	Sandra Macaulay Waddington	Trustee		As above
11	Joanne Alice Walmsley	Trustee		As above
12	Helene Lynne Pickup	Trustee		As above
13	Susan Leach	Trustee		As above
14	Mark John Walmsley	Trustee		As above
15	Kate Natasha Wood	Trustee		As above
16	Rev Janet Isabell Pybon	Trustee Chair	21 st August 2022	As above

17				
18				
19				
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

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N.A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

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

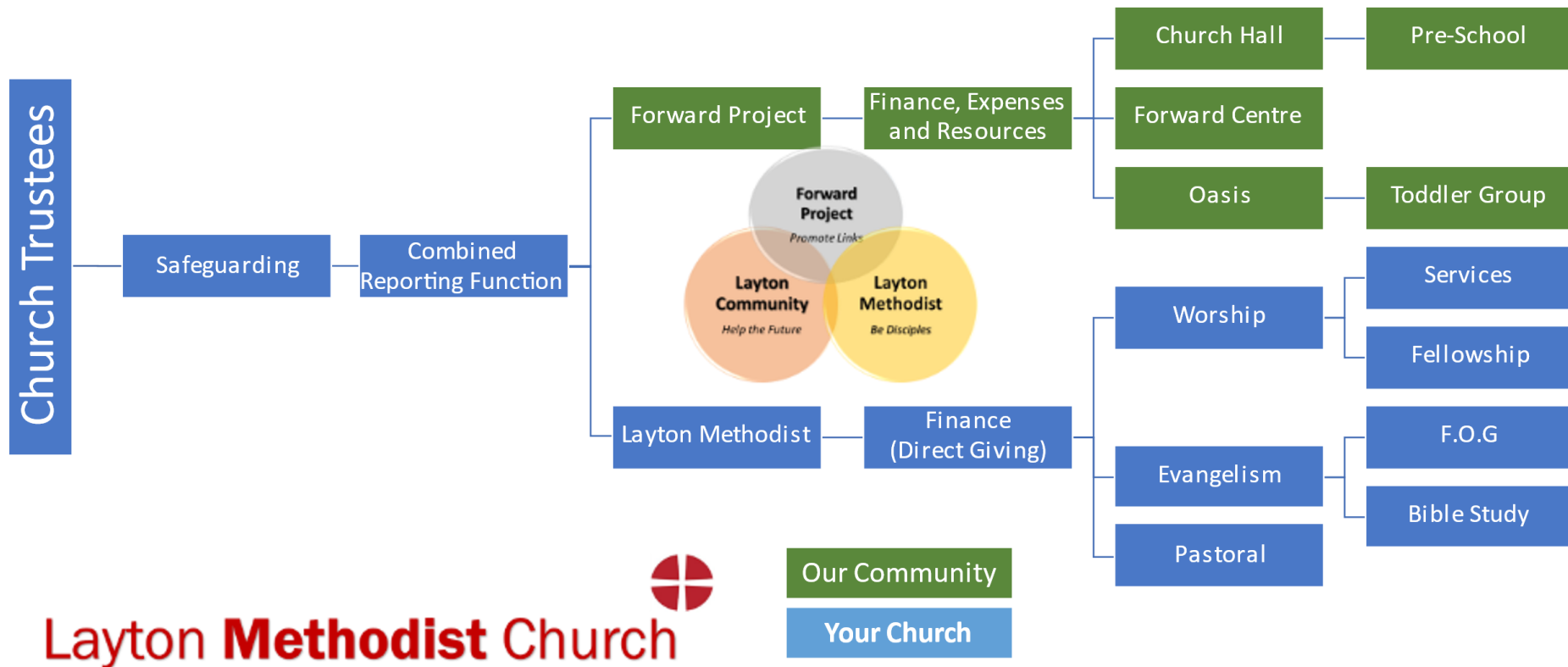
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Date

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Layton Methodist Structure

June 2022



Agreed: 30 June 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name **LAYTON METHODIST CHURCH** No (if any) **1194986**

Receipts and payments accounts

CC16a

For the period from	Period start date 01.09.2021	To	Period end date 31.08.2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
GRANTS	-	400	-	400	8,800
LETTINGS	15,630	-	-	15,630	8,330
INTEREST	10	-	-	10	8
DONATIONS	32,401	-	-	32,401	34,329
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	48,041	400	-	48,441	51,467
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	48,041	400	-	48,441	51,467
A3 Payments					
ASSESSMENT	24,195	-	-	24,195	25,000
UTILITIES	14,780	-	-	14,780	7,354
REPAIRS & RENEWALS	4,393	-	-	4,393	13,648
INSURANCE	1,981	-	-	1,981	1,660
TELEPHONE	656	-	-	656	504
DONATIONS	2,874	-	-	2,874	2,100
MISC. EXPENSES	5,835	-	-	5,835	12,493
BANK CHARGES	111	-	-	111	-
	-	-	-	-	-
Sub total	54,825	-	-	54,825	62,759
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	54,825	-	-	54,825	62,759
Net of receipts/(payments)	- 6,784	400	-	- 6,384	- 11,292
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 6,784	400	-	- 6,384	- 11,292

Name of Church LAYTON METHODIST No 21/14

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 [Signature]

Name of independent examiner: DAVID MAXLEY

Relevant professional qualification of independent examiner: N/A

Name of firm (where appropriate): N/A

Address: 6 BEECHFIELD AVENUE, WREA GREEN, PRESTON

Post Code: PR4 2NX

Date: 16/02/2023

* delete or circle as appropriate

September 2022

H 8/6

Name of Church LAYTON METHODIST No. 21/14

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 Church and that they include all funds under the control of the Church trustees.

Signature of treasurer K.E. Pritchard Date 13 Feb 2023

Name and address of treasurer K.E. PRITCHARD, 3, ALDER GROVE,
POULTON-LE-FYLDE Post Code FY6 8EJ

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2022 were/will be* presented to the meeting of the Church trustees held on

Signature of the Chair of the meeting: A. Halstead

Name of the Chair of the meeting: ANDREW HALSTEAD Date 20/3/23

Independent Examiner's Report to the Trustees of the

LAYTON METHODIST Church

Charity Number 1194986

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the LAYTON METHODIST Church for the year ended 31 August 2022 set out on pages .1. to .2. 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

LAYTON METHODIST

Church

Church - Short
Form

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

SECTION A

a1	RECEIPTS	Note
a2	Offerings and Tax recovered	
a3	Bank and CFB interest & investment income	
a4	Lettings	
a5	Other receipts	
a6	TOTAL RECEIPTS	

This year's amount
to the nearest £

£
26,867
10
10,250
8,469
45,596

Last year's amount to
the nearest £

£
33,803
8
8,330
9,099
51,240

SECTION B

b1	PAYMENTS	
b2	Circuit Assessment or Share	
b3	Donations	
b4	Repairs and Maintenance	
b5	Utilities (Insurances, water charges, heating & lighting)	
b6	Other payments	
b7	TOTAL PAYMENTS	

24,195
429
4,608
17,417
5,731
52,380

25,000
1,873
16,955
9,517
9,187
62,532

SECTION C

c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6 - b7)
c2	Total funds brought forward from last year	
c3	TOTAL FUNDS AT END OF YEAR	(c1 + c2)
c4	State here the total of any other assets of the Church	
c5	State here the total of any liabilities of the Church	
c6	State here the insured value of the Church premises and contents	

6,784

11,292

18,558 (c7)

29,850

11,774

18,558 (c7)

SECTION D ANALYSIS OF FUNDS

d1	Balances held at TMCP at 31 August	
d2	Balances held at CFB at 31 August	
d3	Bank and cash balances at 31 August	
d4	TOTAL (= Box c3)	

2,120
9,654
11,774

3,180
15,377
18,557

SECTION E

FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS

(these amounts are not to be included in total receipts/payments figures above)

e1	Balance brought forward from last year			
e2	Offerings/Gifts - received for external organisations	2,445		227
e3	Offerings/Gifts - passed to external organisations	2,445		227
e4	BALANCE STILL TO BE PAID			

(e1+e2-e3)

CHURCH (Short Form)
RECEIPTS AND PAYMENTS
ACCOUNTS

THE METHODIST CHURCH

STANDARD FORM OF ACCOUNTS
(SHORT FORM)

LAYTON METHODIST Church

FOR THE YEAR ENDED

31 August 2022

BLACKPOOL & SOUTH FYLDE Circuit Circuit no 21/14

Registered Charity - Charity Registration number

1194986

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. ANDY HALSTEAD

Church Stewards:

Mrs J WALMSLEY
Mrs S LEACH
Mr J LEACH
Mrs M TOLSON
Mrs J BROOKS
Mrs R SEWERS

Treasurer:

MRS KATHRYN PRITCHARD

Layton Methodist Church accounts

Observations by David Yaxley (Independent Examiner):

I have today signed the accounts stating that "I confirm that no material matters have come to my attention in connection with the examination 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."

There are, however, a couple of observations that I believe are worth making and which should be considered:

The attached guidance document from the Lancashire District of the Methodist Church "**FINANCIAL MANAGEMENT: GUIDANCE FOR CIRCUITS & CHURCHES IN LANCASHIRE**" is very helpful even though it was written in 2014.

- (1) Section 3.4 states that "All payments by cheque must be supported by an invoice or some other form of evidence and it is essential that these documents are filed in cheque/ payment no. order and that they are endorsed with the cheque number, payment number, payment date, etc."
 - a. If evidence was filed in cheque/payment order it would make independent examination easier
 - b. I find it helpful to use some sort of claim form, placing the onus on the claimant to declare the purpose of the expenditure, again this would make independent examination easier (I have attached one I used at Kirkham in case this is of any interest).
- (2) Section 6.2 states that "The Treasurer should ensure that a minimum of two people count the offertory and record the donations through the envelope scheme. All cash income must always be counted by at least two people who should complete and sign the appropriate record, bank the cash immediately and pass the signed record to the Treasurer."
 - a. I didn't see any evidence that this is taking place – 2 signatures should be provided for each count.

Kind regards,



David Yaxley, 16/02/23