

ST AUSTELL METHODIST CIRCUIT

Registered Charity No. 1141712



Trustees' Annual Report: 1 September 2019 - 31 August 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity name St Austell Methodist Circuit

Registered charity number: 1141712

Structure

The St Austell Circuit is part of the Cornwall District, and is accountable to the Methodist Conference. The Circuit functions in accordance with the Constitution, Practice and Discipline (CPD) of the Methodist Church, known often as The Connexion.

Names of the charity trustees:

The number of trustees fluctuates during the year depending on changes in office holders in the chapels and Circuit. There was an average of 90 trustees listed on the Charity Commission website during this year. They are appointed by local churches and existing trustees; Ministers are automatically trustees. In accordance with the CPD of the Methodist Church, the Chair was Rev Stephen Caddick, the Superintendent Minister of the Circuit, who came to the Circuit on 1 September 2016.

Names and addresses of advisers:

Legal – Stephens and Scown, 1 High Cross Street, St Austell PL25 4AX

Financial – Phillips Frith, 9 Tregarne Terrace, St Austell PL25 4DD

Independent Examiner – Amy Sole FCA of Phillips Frith LLP

Investment Bankers – Trustees for Methodist Church Purposes

Estate Agents – May Whetter Grose, Piran House, 11 Fore Street, St Austell, PL25 5PX

Description of the charity's trusts:

Type of governing document: Deed of Union (1932) and Methodist Church Act (1976)

Management

Circuit trustees meet four times each year (the Circuit Meeting), and a Circuit Leadership Team (CLT) consisting of the Circuit stewards and staff meet between the trustee meetings. There is also a Property Committee, which oversees the management of property in the Circuit, and is responsible to the CLT and Circuit Meeting. The day to day management of the circuit is undertaken by the CLT.

Circuit Administrator:

John Keast OBE, 6 Highfield Avenue, St Austell PL25 4SN (ceased 31 August 2020)

Induction/Training

A range of guidance is produced by Methodist Connexion and provided as required. The leaflet 'The Role of a Trustee in The Methodist Church' has been given to each trustee. All trustees who are required have undertaken Creating Safer Space Foundation Module training, and many have done the Leadership module. This training is ongoing. Many trustees also have undergone DBS checks for work they do within the churches of the Circuit. A new programme of Safeguarding updates is about to be put into place.

Risks

A formal risk assessment for the Circuit has not been undertaken, as the Circuit operates as part of the legal structure of the Methodist Church of Great Britain. Any specific risks are considered by the CLT, who take professional advice as required.

Safeguarding

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

“Methodist Connexional practice outlines commitment to the following principles:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults when they are vulnerable
- the establishing of safe caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse
- we will carefully select and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes
- we will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation
- we will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care
- we will seek to challenge any abuse of power, especially by anyone in a position of trust
- we will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult
- in all these principles we will follow legislation, guidance and recognised good practice.”

The St Austell Methodist Circuit commits itself to ensuring the implementation of Connexional Safeguarding Policy; government legislation, guidance and safe practice in the circuit and in the churches.

The St Austell Methodist Circuit commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

OBJECTIVES AND ACTIVITIES

Summary of the objects of the charity set out in its governing document

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 discipline of The Methodist Church;
- b) Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church;
- c) Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church;

d) Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church.

Summary of the main activities undertaken for the public benefit in relation to these objects:

- The trustees have had regard to the guidance issued by the Charity Commission on public benefit.
- The Circuit produces a quarterly preaching plan to ensure regular acts of worship take place at each of the 20 Methodist Churches in its geographical area. These are open to all. However, churches were required to be closed from 22 March 2020 due to Covid 19. Many reopened in July 2020, but not all.
- The Circuit is also directly involved with leading worship at the local hospice, Age UK Day care centre and other venues as invited. These include conducting numerous funeral services at local crematoria as well as at churches (a smaller number this year due to Covid 19 restrictions), baptisms and weddings. The number of these was reduced due to Covid 19 and statistics are not available.

ACHIEVEMENTS AND PERFORMANCE

- a) Circuit Policy Document – a Circuit mission statement and mission strategy began operating in 2013, and many local churches revised their strategy to bring it into line with that of the Circuit. The strategy has brought a better financial balance to the Circuit, and enabled the appointment, of a number of lay workers – pastoral assistants and Children and Families worker.
- b) A review of the Circuit Mission Statement and Strategy was carried out in 2019 and onwards which will inform decisions about stationing and staff from 2021. Many meetings and consultations with members of the Circuit have taken place online, and a new Mission Statement and Strategy was agreed at the September 2020 Circuit Meeting.
- c) In the calendar year 2020 total adult attendances at the main services on Sundays were not measured due to the lockdowns caused by Covid 19. The Methodist Connexion did not collect statistics for that year.
- d) A new chapel was built at St Dennis to replace Carne Hill Methodist Church, which was demolished in the autumn of 2018. The new chapel (St Dennis Methodist Church and Community Centre) was opened in June 2019 but the children’s play area has not yet been used by the general public as intended due to Covid 19 restrictions. The final amounts for the cost of building have now been paid.
- e) The renovation at Gunwen Chapel is complete, and usage increased until the pandemic closed the chapel for the time being.
- f) The project for renovation of the hall at Bugle is now partially complete. The Circuit has paid some of the money it agreed to grant to cover this work. Work with young people at Bugle has been very successful, but was hampered by Covid 19 closures. A further project is underway but stalled at present due to Covid 19 restrictions.
- g) A further project for renovation at Tywardreath is being prepared.
- h) Churches in the Circuit work with various ecumenical groups such as Churches Together in St Austell, Par, Mevagissey and Roche. Churches Together in St Dennis has now been formed.

FINANCIAL REVIEW

See “Annual Accounts and Reserves Policy 2019/2020” on following pages.

The Circuit Leadership team has drawn up a set of recommendations, which have been accepted by the Circuit Meeting, to ensure grants made from the Circuit Model Trust Fund are used effectively for mission and capital works. Grants and loans amounting to £50,000 (£50,000 last year) were approved for supporting the staff and churches in the Circuit with property schemes. Also £10,748 was paid to the District and Connexion in the form of assessments and levy (£24,946 last year). The churches of the Circuit hold other trust funds. The enforced closure of chapels from May to July 2020 meant that the income of chapels fell considerably, so the Circuit supported the finances of all its chapels in May 2020 by foregoing the collection of assessments, and paid for this support by drawing down £50,000 from its Trust Fund.

Brief statement of the charity’s policy on reserves

The Reserves Policy for the St Austell Circuit is to hold a sum equivalent to 6 months’ average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on manses and/or to be able to continue, in the short term, funding planned activities in the event of the closure of a large church or an inability to raise the full Circuit Assessment from churches. As part of our forward planning, expenditure forecasts are prepared looking 5 years ahead. It is necessary to hold sufficient working capital to enable the quarterly payment of stipends and business expenses for 4 ministers and various lay staff, and our contribution to the District. For further details see the following annual report and reserves Policy.

Details of any funds materially in deficit: There are none.

ANNUAL ACCOUNTS AND RESERVES POLICY 2019-20

This document includes all funds held by the Circuit Meeting as trustees of the St Austell Methodist Circuit charity, charity number 1141712.

1.Aims

The aim of the Circuit is two fold:

1. To secure the Circuit's viability and future work
2. To give reassurance to the general public that the Circuit intends to use all of its resources for the purpose of the Charity

2. Mission Policy

The Circuit's Mission Statement is set out in a document accepted by the Circuit Meeting in March 2019, accompanied by a Circuit Mission Strategy, currently under review. Essentially it provides for

- a) Ministerial oversight and pastoral care of the 20 churches in the Circuit
- b) the support of a Ministry team of 3 presbyter Ministers and 5 part-time lay workers
- c) the maintenance of 6 Circuit manses

This policy will be different in 2020-21 due to a new Mission Strategy.

3. Financial Review

a) Unrestricted income

The Circuit assessment is reviewed annually and is intended to cover the cost of the policy above; the assessment is based on proportionate church membership and attendance. Total general fund unrestricted incoming resources totalled £207,706 (£342,112: 2019) and outgoings totalling £271,290 (£291,901: 2019), with a deficit over the year of £63,584 (£39,249 surplus: 2019).

We normally make provision for our property maintenance programme by designating up to £20,000 per annum.

The Circuit funds (unrestricted general funds) balance at 31 August 2020 was £ 1,335,996 (£1,349,580: 2019). Almost all of the balance is the value of the manses.

Under Standing Orders, the Circuit must meet its financial obligations in relation to the support of its Ministers and the maintenance of its manses, the total cost of these obligations during the year end 31st August 2020 was £128,676 (£134,922: 2019).

i) Ministers stipends	106,235	L1
Ministers travel	3,517	L3
Manses insurances and utilities	11,960	} T. Section
Manses maintenance	<u>6,964</u>	
	128,676	

The audited Standard form of accounts, the statement of account for the Circuit, the Youth account and the Children's Work accounts are available for inspection at the Circuit Meetings and at any other time by appointment.

b) The Circuit Trust Fund

The Circuit Trust Fund (CTF- formerly known as the Advance Fund) No. 9941 is the main fund with a balance at the year end of £225,342 (£339,992: 2019). The reserve fund (9941A) held £35,561 (£35,257: 2019).

The Circuit also holds other trust funds which amounted to £41,497 at the year end (£41,252: 2019). The total of all the trust funds was £302,400 (£416,501: 2019).

These funds derive from the sale of chapels and manses and is restricted by Conference. This restriction is an internal regulation although the fund can be used for a variety of purposes.

The Charity Commission has agreed that it is appropriate for the Trustees to set a policy for the management of the CTF, and this is set as follows: Money held in the Circuit Trust Fund has been earmarked by the Trustees for the following purposes:

- £30,000 for District Advance Fund levy [to be confirmed]
- £50,000 Request from Bugle Methodist Church for a grant. £17,500 of this has now been paid.

Total £80,000, with any remaining balance in hand to be held as a general contingency reserve.

The reports and reserves policy was agreed by the St Austell Methodist Circuit Trustees meeting on 25 March 2021

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Rev Stephen Caddick, Chair
On behalf of the St Austell Methodist Circuit