

THE METHODIST CHURCH  
STANDARD FORM OF ACCOUNTS

Church
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FOR THE YEAR ENDED  
31 August 2019

Circuit	Circuit no	
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**Registered Charity - Charity Registration number**

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If not a registered charity **Her Majesty's Revenue and  
Customs Gift Aid number**

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(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:

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Church Stewards:


Treasurer:

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SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
a1	<b>RECEIPTS</b>	Note				
a2	Offerings and Tax recovered					
a3	Bank and CFB interest and Investment income					
a4	Lettings					
a5	Other receipts					
a6	<b>TOTAL RECEIPTS</b>				(a7)	

SECTION B		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
b1	<b>PAYMENTS</b>					
b2	Circuit Assessment or Share					
b3	Donations					
b4	Repairs and Maintenance					
b5	Utilities (Insurances, water charges, heating & lighting)					
b6						
b7	Other payments					
b8	<b>TOTAL PAYMENTS</b>				(b9)	

SECTION C		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	(a6-b8)				
c2	Total funds brought forward from last year				(c6)	
c3	<b>Sub total</b>	(c1+c2)				
c4	Transfers and adjustments				(c7)	
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	(c3+c4)			(c8)	(c6)

SECTION D		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b>						
d	<b>(these amounts are not to be included in total receipts/payments figures above)</b>			£		£
d1	Balance brought forward from last year					
d2	Offerings/Gifts - received for external organisations					
d3	Offerings/Gifts - passed to external organisations					
d4	<b>BALANCE STILL TO BE PAID</b>	(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 2019 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						
e2						
e3						
e4						
e5						
e6						
e7						
e8	Sub total of Internal Organisations funds				(e11)	(e12)
e9	Church accounts (totals brought forward from page 2 - totals column)		(a7)	(b9)	(c6)	(c8)
e10	<b>TOTAL CASH FUNDS HELD BY CHURCH</b>				(x)	(y)
	<b>TOTAL RECEIPTS</b>	<b>TOTAL PAYMENTS</b>				

Continue on a separate sheet if necessary and bring the totals forward

**SECTION F**

**STATEMENT OF ASSETS AND LIABILITIES**

**CHURCH - CASH FUNDS HELD at 31 August 2019**

	OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand	
f2	Bank Current Account	
f3	Bank Deposit Account	
f4	Central Finance Board	
f5	Trustees for Methodist Church Purposes	
f6	Other funds	
f7	<b>SUB TOTAL - Church accounts</b>	(c6)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)
f9	<b>TOTAL CASH FUNDS HELD BY CHURCH</b>	(x)

**SECTION G**

**OTHER ASSETS and LIABILITIES**

	At 1 September 2018	At 31 August 2019
g1	Investments (include Endowments)	
g2	Land & Buildings (see notes re Insurance value)	
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)

## 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

Address

### Presentation to the \*Church Council for approval.

I confirm that the Accounts have been presented to the Church Council on   
and were approved.

Signature of the Chair of the meeting

Name of the Chair of the meeting

Date

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

Church

This Report is on the Church Accounts for the year ended 31<sup>st</sup> August  2019

### Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity'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
- to follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act), and
- <sup>1</sup> to state whether particular matters have come to my attention.

### Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 the 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 (other than that disclosed below\*):

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- 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 the accounting requirements of the Charities Act 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.

*\* Please delete the words in the brackets if they do not apply appropriate*

- (3) I have/have not\* obtained independent verification of all investments with the Trustees for Methodist Church Purposes ("TMCP") or held in other Trusts, Bank balances and Funds at the Central Finance Board of the Methodist Church ("CFB"), which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

*\* Please circle as appropriate*

Name

Signature

Relevant Professional qualification or body

Address

Date