

THE METHODIST CHURCH  
STANDARD FORM OF ACCOUNTS

	District/No
--	-------------

FOR THE YEAR ENDED

31st August 2018

Registered Charity - Charity Registration number

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 )

District Chair

Deputy/Co Chair(s)

----- ----- -----
-------------------------

Synod Secretary

District Treasurer:

SECTION A		Unrestricted Funds	District Advance Fund	Restricted funds	Totals this year	Totals last year
	Note	£	£	£	£	£
a1	<b>RECEIPTS</b>					
a2	Assessment/Share					
a3	Capital receipts					
a4	Bank and CFB interest and Investment income					
a5	Grants					
a6	Other receipts (District Accounts)					
a7	<b>TOTAL RECEIPTS</b>				<b>(a8)</b>	

SECTION B		Unrestricted Funds	District Advance Fund	Restricted funds	Totals this year	Totals last year
b1	<b>PAYMENTS</b>					
b2	Salaries, NIC, Pension & travel costs					
b3	Manse Costs					
b4	Administration etc					
b5						
b6	Grants & donations					
b7	Other payments					
b8	<b>TOTAL PAYMENTS</b>				<b>(b9)</b>	

SECTION C		Unrestricted Funds	District Advance Fund	Restricted funds	Totals this year	Totals last year
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	<b>(a7-b8)</b>				
c2	Total funds brought forward from last year				<b>(c6)</b>	
c3	<b>Sub total</b>	<b>(c1+c2)</b>				
c4	Transfers and adjustments				<b>(c7)</b>	
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	<b>(c3+c4)</b>			<b>(c8)</b>	<b>(c6)</b>

SECTION D		Unrestricted Funds	District Advance Fund	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 should not be included in total receipts/payments 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 (d1 + d2 - d3)</b>					

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

Summary of the District accounts for the year ended 31 August 2018 and Internal Organisations reporting to the Synod. 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 total receipts and payments of the District. If gross income exceeds the Accruals threshold of £250,000, 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 connected Organisations funds				(e11)	(e12)
e9	District Accounts (totals brought forward from page 2 - totals column)	(a8)	(b9)		(c6)	(c8)
e10	<b>TOTAL CASH FUNDS HELD BY DISTRICT</b>				(x)	(y)
	Continue on a separate sheet if necessary and bring the totals forward	<b>TOTAL RECEIPTS</b>	<b>TOTAL PAYMENTS</b>			

**SECTION F****STATEMENT OF ASSETS AND LIABILITIES****DISTRICT - CASH FUNDS HELD at 31 August 2018**

	OPENING BALANCES	CLOSING BALANCES	
f1			
f2			
f3			
f4			
f5			
f6			
f7	SUB TOTAL - District accounts	(c6)	(c8)
f8	Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	(e12)
f9	<b>TOTAL CASH FUNDS HELD BY DISTRICT</b>	(x)	(y)

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

	At 1 September 2017	At 31 August 2018
g1		
g2		
g3		
g4		
g5		

f4 Include only Funds held at the Central Finance Board

f5 Include only CFB Funds held at Trustees for Methodist Church Purposes

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

# DECLARATIONS

## Treasurer

I confirm that I have prepared the accounts from the records of the District and that they include all funds under the control of the District Policy Committee

Signature of Treasurer  Date

Name

Address

## Presentation to the District Policy Committee for approval.

I confirm that the Accounts have been presented to the District Policy Committee 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

District

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

## 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
- 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