



**THE METHODIST CHURCH  
STANDARD FORM OF ACCOUNTS  
ACCRUALS BASIS  
for the year ended 31 August 2009**

**LIVERPOOL**

**District**

**District no**

**18**

**Registered Charity - Registration number**

**1134011**

This will apply to all Charities in Scotland and all Charities in England and Wales which are Registered Charities

**District Chair**

**REVEREND JAMES A BOOTH**

**Deputy/Co Chair(s)**

**REVEREND P MARTIN ABRAMS**

**Synod Secretary**

**MS PHILLIPA SUDLOW**

**Treasurer**

**MR DAVID SMITH**

## Statement of Financial Activities (SOFA) for the year ended 31 August 2009

	General Fund (Unrestricted)	District Advance Fund (Restricted)	Other Funds (Restricted)	Endowment Funds	Totals this year	Previous year totals
	£	£	£	£	£	£
<b>Incoming Resources</b>						
1 Assessment or Share	76,294				76,294	84,773
2 Capital Receipts						
3 Interest and Investment Income	3,704	11,071	3,985	861	19,621	26,453
4 Donations						
5 Contributions from Circuit Advance Funds		64,330			64,330	59,705
6 Connexional Advance & Priority Fund distribution		102,240			102,240	128,478
7 Grants						
8 Other income	30,410		12,072		42,482	19,212
9						
<b>10 Total Incoming Resources</b>	<b>110,408</b>	<b>177,641</b>	<b>16,057</b>	<b>861</b>	<b>304,967</b>	<b>318,621</b>
<b>Resources Expended</b>						
11 Salaries and associated costs	34,645		20,537		55,182	23,471
12 Manse costs	32,311				32,311	4,913
13 Expenditure on other District Property						
14 Administration, telephone, travel etc	26,020	321	10,164		36,505	27,752
15 Insurance, utilities etc	3,839				3,839	4,377
16 Grants and Donations	48,049	145,940	9,721		203,710	166,000
17 Depreciation						
18 Provisions						
19 Other Expenditure	12,961				12,961	19,166
20						
21						
22						
<b>23 Total Resources Expended</b>	<b>157,825</b>	<b>146,261</b>	<b>40,422</b>		<b>344,508</b>	<b>245,679</b>
<b>24 Net Incoming Resources</b>	<b>(47,417)</b>	<b>31,380</b>	<b>(24,365)</b>	<b>861</b>	<b>(39,541)</b>	<b>72,942</b>
25 Transfers between funds	18,802	(33,802)	15,670	(670)		
<b>26 Sub Total</b>	<b>(28,615)</b>	<b>(2,422)</b>	<b>(8,695)</b>	<b>191</b>	<b>(39,541)</b>	<b>72,942</b>
27 Gains and losses on investment assets			(7,611)	(1,495)	(9,106)	14,227
<b>28 Net investment in funds</b>	<b>(28,615)</b>	<b>(2,422)</b>	<b>(16,306)</b>	<b>(1,304)</b>	<b>(48,647)</b>	<b>87,169</b>
29 Total funds brought forward from last year	576,706	207,215	125,136	25,063	934,120	846,951
<b>30 Total funds carried forward at end of year</b>	<b>548,091</b>	<b>204,793</b>	<b>108,830</b>	<b>23,759</b>	<b>885,473</b>	<b>934,120</b>

**For information only: Money received and passed on to External Organisations**

Balance brought forward from last year

Offerings/Gifts - received for External Organisations

Offerings/Gifts - passed to External Organisations

Balance still to be paid




**Notes to the Accounts****1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with Statement of Recommended Practice (SORP 2005) and the Charities Act 2006. The format of the SOFA balance sheet takes advantage of the small charity concessions set out in the SORP.

**2 Funds**

The funds held constitute: General Funds held for any purpose of the District which are Unrestricted, Restricted funds which are held for a narrower purpose and Endowment funds which represent gifts, the capital normally being unavailable for spending, and the income from which is either Restricted or Unrestricted. Details of each material fund are disclosed in the final note to these accounts. Any funds may be held in ways other than in cash.

**3 Accounting policies****Incoming Resources**

These are included in the Statement of Financial Activities (SOFA) when the District becomes entitled to the resources, the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

**Resources Expended**

Expenditure is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable.

**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the District to pay out resources. Future income must not be anticipated (SORP 2005).

**Tangible fixed assets for use by the District**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least say £1000. They are valued at cost or a reasonable value on receipt. The Chair's manse is included at insurance value. Provision is made for depreciation where appropriate.

**Investment Properties**

Investment properties - properties not used for the purposes of the charity (and never used for that purpose). The property should be valued at market value, but insured value may be used.

**Investments**

Investments are valued in the balance sheet at market value at the year end. Investment income is included in the accounts when receivable and any gains or losses on revaluation at the year end are shown in the SOFA.

**Debtors and Prepayments**

Show amounts owing to the District and prepayments made.

**Creditors**

Show amounts owing to the District and any amounts accrued as due in the following year.

**Endowment Funds**

The District holds money which cannot be spent but must be retained (as capital) to generate an income the money or assets to be retained are known as an Endowment Fund. The capital is included in the appropriate column in the Balance Sheet. The income generated may be restricted or unrestricted depending upon the terms of the endowment.

**Net current assets/liabilities**

Deduct Creditors from Total current assets.

**Total assets less net current liabilities**

Deduct net current assets/liabilities from the total of fixed and current assets

Net assets totals must agree with Total Funds held.

**4 Payment to Trustees**

	This year	Last year
£		
This will not include stipends		
Number of trustees who were paid expenses		
Nature of the expenses		
Total amount paid	£	

**5 Fees for examination or audit of the accounts**

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (eg: advice, accountancy services) paid to the independent examiner or auditor

£		
£		

**6 Paid employees**

**Staff Costs paid during the year were:**

Gross wages, salaries and benefits in kind

Employer's National Insurance costs

Pension costs

Total staff costs

£	46,671	22,000
£	4,679	1,471
£	3,832	
	55,182	23,471

**Average number of full-time equivalent employees in the year was:**

3	2
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**7 Capital Commitments and Contingent Liabilities**

If the District has any commitments or liabilities these should be disclosed.

At the 31st August 2009 capital commitments amounted to:

Contingent liabilities amounted to:

£	227,986	222,471
£		

**Tangible Fixed Assets****Cost or valuation**

	<b>Manses etc</b>	<b>Other land &amp; buildings</b>	<b>Other fixed assets including motor vehicles</b>	<b>Fixtures, fittings and equipment</b>	<b>Payments on account and assets under construction</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balance brought forward	458,855					458,855
Additions						
Revaluations						
Disposals						
Transfers *						
Balance carried forward	458,855					458,855

**Accumulated depreciation**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>					

Balance brought forward					
Depreciation charge for year					
Revaluations					
Disposals					
Transfers*					
Balance carried forward					

**Net book value**

Brought forward	458,855					458,855
Carried forward	458,855					458,855

\* The "transfers" row is for movements between fixed asset categories.

\*\* Indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also indicate the rate of depreciation: for straight line, depreciation is based on the anticipated life of the asset (in years); for reducing balance, a percentage annual deduction is made each year.

**Investment assets**

**Market value at year end**  
**Income from investments for year**  
**£**  
**£**

<b>Investment properties</b>		
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**Analysis of investments**

Investments listed on a recognised Stock Exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	106,803	4,073
Securities not listed on a recognised Stock Exchange		
Cash held as part of the investment portfolio		
Other investments		
<b>Total</b>	106,803	4,073

**Change in investment values**

Carrying (market) value at beginning of year	115,909
<b>Add:</b> additions to investments at cost	
<b>Less:</b> disposals at carrying value	
<b>Add/(deduct):</b> net gain/(loss) on revaluation (This should agree with Line 27 in the SOFA)	(9,106)
Carrying (market) value at end of year	106,803

**LIVERPOOL District**

**Loans**

Source	Purpose of loan	Amount outstanding brought forward	New borrowings	Loan Interest	Repayable in the year	Balance at Year end
<b>Totals</b>						

Repayment due by	£	£	£	£	Totals
Due within 12 months	31/08/2010				
Due between 1 and 5 years	31/08/2011	31/08/2012		31/08/2014	
Due later than 5 years					
<b>Totals</b>					

Note: the two totals X and Y must agree

**Endowment Funds**

Endowment Name	How the capital is invested	The current value of the capital	Annual income	What the income was used for
The T A Turney Benevolent Fund (Trust 10343)	TMCP	2,289	87	Benevolent Fund purposes
Wm Ashcroft Memorial (Trust 1221)	TMCP	675	26	Benevolent Fund purposes
Jas Glikes Bequest (Trust 2561)	TMCP	873	33	Benevolent Fund purposes
Central Missions Benevolent Fund (Trust 476A)	TMCP	182	7	Benevolent Fund purposes
Shufflebottom's Trust (Trust 844)	TMCP	73	3	Benevolent Fund purposes
Various Charities (Trust 849)	TMCP	1,083	42	Benevolent Fund purposes
Wesley S S Liverpool (Trust 901)	TMCP	43	2	Benevolent Fund purposes
Edgar W P Meredith Bequest (Trust 7942)	TMCP	12,274	468	Benevolent Fund purposes
Powell Fund	CFB	6,193	191	General purposes
Thomas Shufflebottom Trust (Trust 961)	TMCP	75	3	Benevolent Fund purposes
<b>Totals</b>		<b>23,759</b>	<b>861</b>	

**Restricted Funds**

Restricted Fund Name	Opening Balance	Incoming Resources	Resources Expended	Transfers	Closing Balance	Purpose of the Fund
Overseas Students Fund	103,718	3,475	14,812		92,381	To assist overseas students in financial hardship
District Network Account	1,321	1,381	1,271		1,430	To support work of Liverpool District Network
District Benevolent Fund	16,433	511	1,250	670	16,364	Benevolent Purposes
CASAI Project	3,664	10,691	30,700	15,000	(1,345)	Ecumenical Churches Action on Sexual Abuse Project
<b>Totals</b>	<b>125,136</b>	<b>16,057</b>	<b>48,033</b>		<b>108,830</b>	

Transfers to the District Benevolent fund are income from endowments and to the CASAI project is a transfer from District Advance Fund.

**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 Synod.

Signature of Treasurer  Date

Name  Address

Independent Examiner's Report to the Trustees of the  District

**(If there is an audit, replace this Independent Examiner's report with the Audit report) or use the Standard format in a separate set of Accounts produced by a Registered Auditor**

This Report is on the District Funds for the year ended 31 August 2009 which are set out within these pages, and in England and Wales is in respect of an examination carried out under section 28 of the Charities Act 2006, or in Scotland section 11 of the Charities and Trustee Investment(Scotland) Act 2005.

**Respective responsibilities of the Synod and the Examiner**

As Trustees, you are responsible for maintaining proper accounting records and the preparation of the appropriate accounts. It is my responsibility to issue this report on those accounts in accordance with the Charities (Accounts and Reports) Regulations 2008 (England and Wales) or the Charities Accounts (Scotland) Regulations 2006.

**Basis of Examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. This examination includes a review of the accounting records kept by the District Treasurer and a comparison of the accounts with those records. The procedures undertaken do not provide evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the Act; (England and Wales) or Section 9 of the Charities and Trustee Investment (Scotland) Act 2005.
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Signature  Name & Address

Date

Note: where an audit is required delete this section and insert the auditors report

**CHAIR OF THE DISTRICT**

I confirm that the accounts have been/will be presented to the Synod which I chaired/intend to chair on

Date of meeting

Name of the Chair of District

Signature  Date