



# The Methodist Church

## LIVERPOOL DISTRICT METHODIST CHURCH

### TRUSTEES' ANNUAL REPORT YEAR ENDED 31 AUGUST 2012

Registered Charity No 1134011

49 Queens Drive

Liverpool

L18 2DT

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[www.liverpoolmethodistdistrict.org.uk](http://www.liverpoolmethodistdistrict.org.uk)

## 1 REFERENCE AND ADMINISTRATION DETAILS

Charity Name	<b>Liverpool District Methodist Church</b>
Registered Number	<b>1134011</b>
Principal Address	<b>49 Queens Drive Liverpool L18 2DT</b>
E-mail	<b><u><a href="mailto:mail@liverpoolmethodistdistrict.org.uk">mail@liverpoolmethodistdistrict.org.uk</a></u></b>
Web Site	<b><u><a href="http://www.liverpoolmethodistdistrict.org.uk">www.liverpoolmethodistdistrict.org.uk</a></u></b>

### Charity Trustees who served in the year

#### **The Resourcing Mission Group**

##### ***Ex Officio***

The Chair of District	The Revd James A Booth
The Secretary of the Synod	Mr Stephen Cooper
The Secretary of the Ministerial Synod	The Revd Melvyn J Kelly
Secretary to Resourcing Mission Group	Mrs Elizabeth Hudson
The District Development Enabler	The Revd Rodney Hill
The District Treasurer for the Methodist Church Fund	Mr David K Smith
The District Grants Secretary	The Revd Martin J Wood
The District Property Secretary	Mr Ralph W Dransfield
District Lay Stationing Representative	Mr Iain S A Henderson
District Training Secretary	The Revd Caroline Ainger
One District Ecumenical Officer	To be appointed
The District Safeguarding & Child Protection Officer	Mrs Ann Taylor
District Representative to the Methodist Council	Mr Stephen Cooper

#### ***And three Elected Representatives from each of the four Area Consultations***

Wirral Area	The Revd Marcus Torchon The Revd James Dobson Mr Barry Natton
East Area	Mr Albert Hartley The Revd Lucille Rogers The Revd Stephen Kingsnorth
Liverpool Area	Position Vacant Mr Andrew Lovelady Position Vacant
North Area	The Revd Peter A Knight The Revd Michael Tindsley Position Vacant

## **2 STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **2.1 Description of the charity's trusts**

#### **Type of governing document**

Deed Of Union (1932) and Methodist Church Act (1976)

#### **How the charity is constituted**

Act of Parliament

#### **Trustee selection methods**

Appointed by area consultations, district synod and existing trustees

### **2.2 Additional governance issues**

#### **Induction/Training**

Range of guidance produced by Methodist Connexion, including a leaflet 'The Role of a Trustee in The Methodist Church' given to each trustee.

#### **Structure**

Accountable to the Methodist Conference.

#### **Related Parties**

None

#### **Risks**

- Considered by the Resourcing Mission Group.
- Take professional advice as required.
- Regular review process.
- Adopted Safeguarding Policy and ensured it is rolled out to the circuits and churches.

### **3 OBJECTIVES AND ACTIVITIES**

#### **3.1 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:

- The Christian faith in accordance with the doctrinal standards and discipline of The Methodist Church;
- Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church;
- Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church;
- Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church.

#### **3.2 Summary of the main activities undertaken for the public benefit in relation to these objects**

- The District supports the activities of the churches and circuits within the Liverpool District by provision of various support services including training, development and evangelism.
- The District administers an ecumenical project to develop and facilitate Church Action on Sexual Abuse Issues (CASAI).
- The District supports the provision of a chaplaincy service to the universities in Liverpool.

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

#### **3.3 Additional details of objectives and activities**

The District Model Trust Fund had a balance at the year end of £254,120. This fund derives from sales of chapels and manses and is restricted by the Conference. This restriction is an internal regulation though the fund can be used for a variety of purposes. The District Grants Committee has drawn up a set of ground rules, which have been accepted by the Resourcing Mission Group to ensure grants made from the District Model Trust Fund are used effectively for mission and capital works. The fund has commitments amounting to £251,957 to be paid over the next five years.

## **4 ACHIEVEMENTS AND PERFORMANCE**

### **4.1 Summary of the main achievements of the charity during the year**

#### **4.1.1 District Policy Document**

This is reviewed annually (at the Spring Resourcing Mission Group Meeting) and updated as required to reflect the current structure and aspirations of the District.

#### **4.1.2 Resourcing Mission Group**

The Group met three times during the year (in July, October and February) for the purposes of normal business and also in November to formulate a district response to the Fruitful Field Consultation document. Members also attended the Area Consultation with the Sankey Valley Circuit in May, and an informal meeting with Revd Dr Martyn Atkins to discuss the Discipleship Report, in November.

Several key vacancies for District Officers have been filled during the year, but the positions of Grant Secretary and Ecumenical Officer remain vacant. At the meeting in February, RMG endorsed the delegation of temporary authority to Revd Jim Dobson and Revd Peter Knight to jointly support the work of the Property Consent Group and the Grants Committee, during the absence of Revd Jim Booth and Revd Rod Hill on sabbaticals.

The membership of RMG itself is currently under review to ensure that it remains an effective channel for two-way communication across the District and fully representative of the Circuits.

The District Safeguarding Policy was adopted in July.

The proposed LEP at Newton was raised at the meeting in November. Under the new constitutional arrangements for LEPs both Revd Booth and the sponsoring body had seen and endorsed the proposal. On this basis, RMG agreed to support it at the Spring meeting of Synod.

At the most recent meeting, the group regrettably endorsed the proposal for the closure of Haydock Methodist Church, with effect from August 31st, 2012. (See resolution below)

An agreement that the current (circuit-based) system for nominating Members of Conference does not reflect the revised District structure led to recommendations:-

- for a 2-year trial period during which nominees for Conference will be accepted from any circuit and not sought from particular circuits on a rota basis.
- that Synod should be asked to recommend the attendance of the Synod Secretary at Conference as a standing nomination.
- across the district, everyone should be encouraged to become involved in the Conference debates via the live streaming.

Reviewing the cost of producing and distributing the District Directory prompted RMG to propose a trial period during which the directory would be available electronically in the first instance, with paper copies supplied in response to a written request.

#### **4.1.3 Regrouping for Mission: Mapping a Way Forward**

A Covenant between the Methodist Districts in the North West was formally agreed to be signed later in the year.

The representatives of the Circuits and Churches at the Synods of the: Bolton & Rochdale, Chester & Stoke-on-Trent, Cumbria, Isle of Man, Lancashire, Liverpool and Manchester & Stockport Methodist Districts:

- Affirm we are united in our common calling as disciples of our Lord Jesus Christ to share in God's mission to all the world;

- Affirm our practical expression of our Methodist identity in our local communities and across the North West;
- Celebrate what we do already and the significant contribution each District makes within the region as part of our sense of belonging to a Methodist Connexion

We commit ourselves to:

- Working together to enhance the mission and ministry of the Church across the region
- Sharing our insights, experiences and skills for the benefit of each of our Districts
- The renewing of our structures to enable effective mission and ministry in the Districts and across the region
- Developing relevant and effective, needs-led networks to fulfil the mission and ministry of the whole church

We invite our people to live out this Covenant in their daily lives.

#### **4.1.4 CASAI Project:**

The CASAI project continues to offer support to survivors of abuse. The CASAI worker works with 12 people on a regular weekly basis on a one to one basis. Two groups in Warrington and in Wirral meet regularly with a Liverpool group meeting on an infrequent basis. During the year CASAI had direct contact with over 250 people who had been abused across the full range of denominations and faiths. Conferences, presentations and consultancy work continue to develop. A moving visual presentation was provided to the Spring Synod of the work being carried out.

#### **4.1.5 Property and Resources**

Following the decision of the Conference, meeting in Southport last year, to restructure the functions previously managed by the Connexional Property Office in Manchester (most recently, the “Resourcing Mission Office”). Therefore, from January, some staff posts became Support Services in Manchester with new posts integrated into the various clusters in Methodist Church House in London.

TMCP (The Trustees for Methodist Church Purposes) continue to work from their Manchester office. The Connexional team, Support Services in Manchester and the Trustees for Methodist Church Purposes (TMCP) are still there to assist. Projects with sales and leases still involve TMCP; schemes involving Listed Buildings and Conservation areas still involve SSiM, but both are via the website.

As regards quinquennial inspections the Property Stewards of each Circuit are encouraged to read the guidance on the Methodist website, [www.methodist.org.uk](http://www.methodist.org.uk), in particular Technical Information sheets T16 and T17. A standard formatting for reports has long been recommended but this appears to have been ignored in recent years, with some Circuits receiving weighty tomes with much opinion and little hard, practical fact for Managing Trustees and, in the opinion of some, being over-charged for these. Circuits are encouraged to consider the standard fee scales imposed by the Church of England for Quinquennial Inspections. Further, it is a requirement for a copy of the full report, together with the Summary Schedule G, to be sent to the District Property Secretary.

#### **4.1.6 Manses Report**

Many thanks to all involved in caring for and maintaining manses. This year 8 manses were inspected, and all the Wirral Manses had a quinquennial inspection. 6 Manse visits were arranged.

Next year, 10 quinquennial inspections are due and arrangements will be made for 8 Manses to have a visit. We have a number of faithful and very hard working Manse

Visitors, and I would like to thank everyone for their willingness to travel to carry out these important inspections. Unfortunately some members have had to retire and therefore we do need some fresh volunteers to build up our list, especially from the Southport, Ormskirk, Widnes and Warrington areas

#### **4.1.7 Connexional Grants**

The District has not received any applications for Connexional Grants. All monitoring and evaluation reports for term grants have been received and forwarded to the Connexional Officers.

#### **4.1.8 Certificate of Property Accounts and Investments**

Standard Forms of Accounts for excepted charities within the District were displayed at the District Synod on 28 April 2012, where they were deemed to be incorporated into the Synod Agenda.

#### **4.1.9 Safeguarding (Children and Vulnerable Adults)**

This year has been a busy one. The Safeguarding document has meant churches have had to look at their own guidelines and update them to reflect the inclusion of Vulnerable Adults within the policy. The District too has updated its policy.

Many circuits have had a child protection issue this last year, with multi agency meetings attended and covenants of care in place and pastoral support teams working well to keep everyone safe. We, and other denominations in Merseyside have signed an Information sharing Protocol with Merseyside Probation Service. This is working fairly well, and we have it on our agenda to evaluate it later in the year.

Creating Safer Space has been a large part of our agenda this year, and many hours spent training those who must complete the foundation module by 31st August this year. Safeguarding was also an element of the 'Getting it Right for God's Sake' events.

The annual update and checks need to become a regular pattern of monitoring within the churches and circuits. Less than a third of churches & 5 Circuits have returned the last Safeguarding audit and of those, 80% have reviewed their Safeguarding Policy since the new guidelines were introduced.

Thank you to all the church and circuit safeguarding officers and ministers who continue to promote, prevent and protect all who come onto church premises.

#### **4.1.10 Training and Development**

The mission shaped ministry course was offered in Merseyside as a joint venture supported by both the Liverpool Methodist District and the United Reformed Church Mersey Synod. The nationally formatted course aims to encourage new fresh expressions of church in a local context, and effective mission in established churches, and is designed for lay and ordained people of all denominations, traditions and ages. The local group reflected this diversity as it included presbyters, deacons, lay employees, local preachers and interested church members from the Methodist, United Reformed, Anglican, Catholic and Pentecostal traditions of church.

The individual members of the group made a substantial personal investment of their time in the course, meeting at Hope University 11 times throughout the year. These events took place over seven evenings, three Saturdays and a residential weekend, and covered 24 units of material on a wide range of topics. Comprehensive notes on each subject were accompanied with practical exercises, film clips of actual projects, stories from members of the national fresh expressions team and times for worship, discussion and reflection. The sessions were led by local and national speakers with wide-ranging knowledge of the

practical and theoretical aspects of mission in general, and fresh expressions of church in particular, and while some topics were felt to be more accessible and helpful than others, each one contained something of value to many in the group.

Evaluations of the whole course included comments such as: “glad to have taken part ..... given a new outlook.... learned something from almost all units”, while aspects of the course which were particularly appreciated included “the specialist and experienced input ... shared experiences.... discussions, stories, and time for reflection”.

Any of the local team leaders or course participants would be willing to share more information about the content - or their experience - of the course, if asked.

The total cost of the course was jointly funded by the participants, their churches and denominations, and underwritten for administrative purposes by the URC Mersey Synod and Liverpool Methodist District. Discussions about further fresh expression and mission shaped ministry initiatives are now taking place through the local multi-denominational Fresh Expressions Area Support Team.

#### **4.1.11 District Ministries Panel**

The District Candidates Committee met during the year to interview the three candidates who presented themselves. The Committee spent time seeking to prayerfully discern their calling. Having spent some time in groups and full committee all three candidates were unanimously recommended to go forward, with our prayerful support, to the Connexional Selection Committee. There are two vacancies on the committee, if anyone feels able to fulfil the role.

#### **4.1.12 Sabbaticals Advisory Group**

The District Sabbaticals Advisory Group met during the year and brought their information up to date. All ministers due for sabbaticals in the next year have been contacted and relevant information and support offered.

Within the District, five ministers took sabbaticals in the year with a further four ministers planned for 2012/13.

#### **4.1.13 District Lay Employment**

In the last year I have advised in about 10 different matters. They include disciplinary issues and appeals, recruitment, redundancy, study leave provisions and amending terms of employment.

Last year the connexional personnel office assisted a circuit to produce answers to frequently asked questions (by lay employees) arising from the merger of circuits. The circuit does not claim copyright so please let me know if you are in this position. This relates to the TUPE rules on transferring to a new employer.

With regard to good practice, some circuits have one person who looks after lay employment. They build up expertise and the idea seems to work well. I am able to put circuits in touch with each other, if they agree, to share experiences in similar situations.

Fixed term contracts pose a difficult issue. Please contact me for guidance. The living wage (£7.60 per hour outside London) has been compulsory since September 2011. The district policy committee can allow exceptions in certain circumstances.

The connexional web site contains the lay employment advisory information section. It contains all you need to know as well as draft documents to be downloaded and amended to suit.



#### **4.1.14 District City Centre Report:**

The District City Centre Committee (with representatives from Liverpool, Birkenhead, Ellesmere Port, Warrington and Warrington Borough Ministry) continues to meet on a regular basis for conversation, mutual support and learning. There are many areas of common interest and concern amongst the very different city and town centre ministries and projects within the District. They have been much encouraged by the updates and reports that have received and are able to celebrate the work of the kingdom!

#### **4.1.15 Action for Children Report**

Presently we have the following projects in the Liverpool District. They are –

- Liverpool Family Support Services, Walton: From this centre we run our Knowsley Junior Mentoring Service, Young Runaways Service and our Assessment Service.
- Wirral Parenting, Birkenhead: Parenting support and courses to help parents care for their children and deal with many social issues.

#### **4.1.16 Methodist Women in Britain Report**

The first President of the MWiB for the Liverpool District, Mrs Jenny Ashcroft was installed during the Service at Skelmersdale Ecumenical Centre on District Day. Jenny took over from Mrs Carole Booth who had been Network President. Jenny said she was honoured to be President and that we must pray together, rejoice together and work together with love, laughter and compassion as we are all equal in the eyes of God.

The Network Project for last year was the Segwemba Hospital (formerly the Nixon Memorial Hospital) in Sierra Leone. The fantastic total of £9750 was sent via the Friends of Segwemba Hospital to be used for the training of community nurses. In the afternoon of District Day the speaker was Mrs. Patterson of Sefton Women's and Children's Aid who spoke very clearly, succinctly and movingly about SWACA which is the MWiB Liverpool District Project for 2012.

## **5 FINANCIAL REVIEW**

### **5.1 Financial Overview**

The accounts show, overall, net incoming resources of £39,287 (2011 £38,311) and net gains on manse and investment assets of £7,352 (2011 – £3,508), resulting in cumulative total funds of £952,315 (2011 - £905,676). The General Fund is the District's unrestricted fund and is split into the three designated accounts being General, Training and Reserve and Mission. These funds cumulatively show incoming resources of £4,227 (2011 – £37,697) and transfer out to restricted funds (CASAI project) of £14,489 (2011 - £15,116).

### **5.2 Brief statement of the charity's policy on reserves**

The District Reserves policy relates to our general (unrestricted) funds which are freely available to be used for any or all of the purposes of the District.

#### **Aims**

- (1) To secure and sustain the District's viability and future.
- (2) To give reassurance to the general public that the District, which is a charity, intends to use all of the money coming into its care for the purposes of the charity.

#### **Financial plans**

The District assessment is reviewed annually and covers the costs of supporting the Chair and the various committees and organisations of the District, the costs of various ecumenical subscriptions and levies and the grant funding of certain projects of primary importance to the overall work of the District. In addition designated funds exist for training and mission.

**General Fund (Unrestricted)**

The reserves policy is to hold at least six months expenditure in hand. Based on the proposed budget for 2013/14 these reserves are believed to be reasonable and a balanced budget is proposed. The amounts designated for Training and Mission are felt to be appropriate in respect of planned expenditure in the next year.

**District Model Trust Fund (Restricted)**

This fund provides grants to circuits and churches to engage in mission and property schemes. The balance at 31 August 2012 of £254,120 has commitments to the value of £251,957 to be paid over the next five years. The remaining balance will be utilised in 2012/13.

**Restricted Funds**

The Overseas Students Development fund provides grants to international students studying in Liverpool who face financial hardship. The committed amount is a capital amount invested to provide income to support the purposes of the fund. The balance on the fund has reduced further in the last year and regrettably grants from this fund have had to be temporarily halted. The CASAI project is an ongoing project which is under funded and in urgent need of higher reserves which are actively being sought. The benevolent fund has restricted purposes and lies at the sole funding discretion of the District Chair.

**Details of any funds materially in deficit**

There are none.

**6 DECLARATION**

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

**JAMES A BOOTH  
(District Chair)**

**STEPHEN COOPER  
(Secretary)**

**April 2013**