

BISHOP STREET METHODIST CHURCH, LEICESTER
ANNUAL REPORT AND FINANCIAL STATEMENT
FOR YEAR ENDED 31 AUGUST 2014



Bishop Street Methodist Church
10a Bishop Street
Leicester LE1 6AF
Charity Number 1129068

INTRODUCTION

The Annual Report of the Trustees of Bishop Street Methodist Church, highlights the work and activities undertaken by the church in relationship to its mission statement and aims.

The Mission Statement of Bishop Street Methodist Church is to:

- serve people in Leicester City Centre

In practice this happens through worship and mission, the aims being that:

In worship we:

- deepen our understanding of being a disciple of Jesus
- are challenged to respond both individually and corporately to that discipleship in mission and service.
- open ourselves to the work of the Holy Spirit.

In mission we:

- embody the message of the love of God for all people
- prioritise activities which contribute to well-being and spiritual growth
- give special support to those marginalised by society
- provide accessible ways in which people can encounter Christian faith

CHURCH LIFE

1. Worship

Bishop Street seeks to achieve its aim of 'deepening our understanding of being a disciple of Jesus', by holding public worship on Sundays and weekdays. It aims to make Sunday and midweek services excellent in quality and accessible and inviting to all. Worship consultations are held during the year to which all members of the congregation are invited. Facilities are offered for baptisms, weddings and funerals, with accompanying pastoral care. Decisions about worship are taken by the Worship Consultation which consists of Local Preachers, Worship Leaders, Musicians and anybody from the congregation who wants to be involved.

As well as enjoying the pattern of Sunday Morning services, prayers at 1pm were held in the prayer corner on each weekday, with a range of styles employed by those leading the worship. The Church is open 7 days a week and many people use it for private prayer.

The church was also used for the annual Workers' Memorial service, a City-Wide evening of prayer for Leicester Churches, a WW1 Centenary commemoration service, a Leicester-wide Good Friday Service, a Circuit evening service and Sing Christmas with Radio Leicester when Christmas Carols were sung outside the Church.

The membership and attendance at worship has grown slowly but steadily with our membership standing at 73 at the end of the Methodist year Aug 2013. The church has continued to welcome new people and to support them in their time with us.

2. Sunday School, teenagers and students

Sunday School

1. Children

During this period there are records of 33 individual children attending Sunday School. This total includes six children linked to the Nexus Group which during much of this period was meeting at Bishop Street. Further young people were involved as a 'one -off' during special

services and as members of Christening parties. Six to eight children attended most weeks and a Sunday School was offered on every Sunday, apart from those when everyone worshipped together.

2. Teachers

There were 3 regular Sunday School teachers during this period, plus a new regular helper and teacher. The Sunday School teachers are very grateful to volunteers who led Sunday School lessons and helped with music when the usual teachers were not available. All teachers, volunteers and helpers are CRB checked and have attended the safe guarding training.

3. Themes

As well as preparing for and celebrating Harvest Festival, Remembrance Sunday, Christmas, Easter and Pentecost, the Sunday School explored the meaning of Baptism. In Lent, the church and the Sunday School followed a week by week study of the Lord's Prayer, and the Sunday School learnt and taught actions for the new version of the Lord's Prayer. The themes for the year have included, stories from the Book of Acts, the Old Testament from Noah to Daniel, stories of Jesus by the sea and a sporting theme associated with the World Cup and Commonwealth Games. The year finished with a party in August held during Sunday School time.

4. Nativity Play

The Nativity Play for 2013 was 'Come to a party' adapted from a published source. The numbers were swelled by the children of Nexus members so there was a substantial choir of angels above the manger. The children worked hard and the older children were able to have their own lines, as well as acting and singing.

Teenagers

Teenagers from the church attended the circuit teenage group.

Students

The students have joined in with the Plan B student group. This group is open to students from any university or further education college. The overseas students continue to bring an added dimension to our learning together.

3. Work with the Vulnerable

As well as supporting the work of the British Red Cross, and the City of Sanctuary in Leicester, the church does some work with the vulnerable.

The church continued to support asylum seekers and refugees within the congregation. It is still a challenge to support others and to support those who are newly able to make this country truly their home.

Open Church, in addition to its role as a refreshment point for the city centre community, also provides a drop-in for a number of long-term unemployed people and people with mental health issues. It opens on Mondays with a team of volunteers from 11.30am - 1.00pm.

4. The elderly

A weekly 'pop-in' provides a meeting point for pensioners.

The 'Elders' Gathering' has become a regular part of church life and has been enjoyed by up to 12 people. It is attended by many who cannot get to church on a Sunday so appreciate a short act of worship, a time of fellowship and a tea.

5. Methodist, Ecumenical and faith group links

This church has been an active participant in Churches Together in Leicester City Centre throughout the year, promoting ecumenical and inter-faith dialogue in the city centre. Through its membership of the Leicester Trinity Circuit it contributes money, personnel and expertise to the wider life and work of the Methodist Church across the city and county of Leicestershire.

The church has hosted the Methodist Women in Britain Local area AGM and Women's World Day of Prayer Local area AGM.

The premises are hired to other churches: New Life Covenant Church (weekly), International Breakthrough Ministries Saturday services (weekly), Jesus Fellowship for city centre events and a monthly Prayer for Leicester, on Saturday afternoons

6. PROPERTY

i General work

Thanks to donations from several circuits in the District along with a local donation, we have been able to upgrade the gas pipework and install new gas heaters in the upstairs Brandon and Lewis Rooms and the Church Office. This should have a big benefit both to the comfort and usefulness of the rooms and the cost savings of not using electric radiators. We have also improved the lighting and redecorated in the Vestry, as part of the heritage project. Following two break-ins, we have put in place additional security in the back windows, with Perspex secondary glazing and anti-climb paint.

ii. Leased Properties

The CLC bookshop is situated on the ground-floor east-side unit of Pilgrim House, and the Leicester Council of Faiths and newenglish design continue in the upstairs unit. A solicitor uses a room on the ground floor. The Zinthiya Trust rents No 12 Bishop Street, for use as a women's employment centre

iii. Plans for Future Periods

Renewing the east yard fire escape roofing is something that needs addressing. New electric heaters in the Heritage Room and little vestry are needed to improve these for their various uses. An extractor fan above the Cafe servery will help to avoid a build-up of grease on the wall. The Brandon Room is in need of redecoration and new blinds.

B. OUTREACH PROJECTS

1. Talks at the Chapel

An initiative open to everyone, focuses on a topical subject for an hour from 6.15pm -7.15pm on a Thursday. The topics have been: Restorative Justice, Benjamin Britten Centenary, The Composers at Christmas, Arts and Crafts and Ernest Gimson, Christian Aid and a Recital.

2. The café

The Chapel Café continues in the church foyer and is open 6 days a week. It is managed by the Zinthiya Trust who train people to establish or re-establish themselves in the workplace. It provides a friendly and welcoming place for people to meet over coffee, lunch or afternoon tea.

A weekly 'In Stitches' knitting and sewing group meets in the café every Friday, the local police have held a surgery, it was open for the Christmas Lights Switch-on, the Leicester

Guild of Storytelling held five 'Telling Tales' evenings and other groups use it for their meetings. The café has provided a Christmas meal for the church.

3. Art and Spirituality

Creative Worship Services: These services led and organised by Art at the Chapel together with a small group of church members to explore images, music and poetry to help participants grow closer to God during quiet reflective services. Each service includes 20 minutes of personal quiet time during which people can choose a meditative activity such as weaving or poetry with which to explore the theme of the evening before coming together to share thoughts which arose during this time.

Church Services: Art at the Chapel contributed to the Advent Service at Bishop Street with Christmas Tree activities as well as providing activities in the prayer corner.

Exhibitions by local artists and groups: Art at the Chapel has organised and/or hosted 8 exhibitions this year. These include the HMD Holocaust Memorial Day exhibition with artwork from local schools on the theme of Journeys, an art exhibition from members of Remit an art group held at Leicester Adult Education College which provides learning for people with mental health difficulties, a Christian Aid exhibition to raise awareness and a variety of exhibitions by local artists, photographers and groups such as 'Time for Change', Art Reach and the Girl's Brigade.

Contemplative Photography Group: A local community photography group which meets fortnightly in the Church on Thursday evenings is led by the Art and Spirituality Worker. The aim of the group is to practice using photography as a way to notice aspects of the world around us that we may normally pass by and as a result learn to see with open hearts and minds. The group held its first exhibition 'Looking Twice' in 2014 which can be seen here:

<http://bit.ly/1pbrWAC>

Website, Pinterest Facebook and Mailchimp: All the work of Art at the Chapel can be viewed on the website www.artatthechapel.com. We also run a facebook page www.facebook.com/artatthechappelleicester and share ideas and inspiration on Pinterest www.pinterest.com/artatthechapel/. To raise awareness of our projects and exhibitions we send out an email newsletter via Mail Chimp on a bi-monthly basis. To subscribe to the newsletter please go here: <http://bit.ly/1y1T71p>

4. Heritage

In August 2013 the church received a grant for £13,850 and set to work to clear the room and to research the history of the early Methodists in Leicester.

By the end of April 2014 two display boards and been researched and designed and were installed in the café area. Visitors could now gain an understanding of the role of Methodism in Leicester and the part played by Bishop Street Church. One important discovery (via a letter to the Methodist Recorder) was an image of the architect, the Revd William Jenkins who designed the original church.

As part of the Leicester City Council's Story of Leicester initiative, the heritage group helped to design an external information board which is now installed on the railings outside the church. The vestry was redecorated in August 2014, new track lighting was installed and the newly cleaned portraits of William Lewis and John Wesley were reinstated. A new leaflet was created which summarised the history of and activities at Bishop Street and this was circulated around Leicester. A guide to the interior of the church laminated on to hand held boards was created. Research on the names from the 4 war memorials held in the church has resulted in the creation of 3 booklets commemorating the lives of those who died in 1914-18. A new "welcome" banner for visitors to the café and congregation was created.

The church organist has been researching the history of the Bishop Street organ and organ case and this will be the basis for a new booklet and board about the organ in 2015. Four of

the church's archive photographs were copied and framed and a new light box to display some of the church's collection of lantern slides was bought.

There are further plans to create additional displays, storage units and shelving within the Heritage Room, as well as exhibitions in the church.

4. Schools

Church members were involved in a visit to the church by Year 5 from Charnwood school, who came to learn about different aspects of the work of the church.

C. USE OF THE PREMISES

The Church provides office space and meeting rooms for a wide range of charities community groups and activities. Leicester Street Pastors and Leicester CND have their admin base at Bishop Street. Church members, Christians from the Leicester area, and community organisations with no Christian background, all contribute to activities on our premises which enhance community life and support the marginalised in the city.

1. Community Groups

Many groups who support the vulnerable use the premises on a regular basis. Every day there is at least one Alcoholics Anonymous group meeting at the Church, including a Polish language group, and a group just for women. This equates to 200 attendances per week. The premises are also used by: Depression Alliance, Narcotics Anonymous and Bipolar support groups, Social Services group for adults with learning disabilities, blind and partially sighted book club, and 'Community Cycles' where donated bicycles are refurbished and passed on to people with limited means.

Other regular groups that meet are: EYS Employment Training courses; Yoga for fitness and health; Weight Watchers, Sainsbury Veterans; WRVS ladies meet-up and MVF Music: CD and Record Fairs (10 Saturdays during the year)

The premises were also used for one-off events by: the Zimbabwe Association and Zimbabwe Human Rights group events; Community Film-makers; Little Theatre Acting Workshop; the Castle Ward Community meeting; World War 1 centenary Reference Group meetings; the Jarrow Marchers as an overnight base on their way south (NHS privatisation); 'Footpaths' Carbon-reduction course training; Base for Red Cross on Refugee Day; Base for GMB union on their strike day.

2. Exhibitions, Concerts, plays

The size of the church lends itself well as a venue for exhibitions and concerts.

The church was open for Leicester's annual Heritage Weekend which coincided with the Historic Churches Bike-and-Stride day. Apart from Exhibitions initiated by Art at the Chapel, the Museums' Service held a WW1 event, the Girls' Brigade celebrated their centenary and the Leicester Civic Society a Heritage Fair.

Concerts have included: 'Handmade' concert - Winged Victory of the Sullen; City of Leicester Male Voice Choir; Play by CSE Drama of Wigston - 'Approaching Retirement'; Piano recital - Jill Crosland; Concert - John Gavin - Demons of Ruby Mae; Concert: Coro Nostro - Music for a May night; Handmade Festival concert venue and 'White Noise Christmas' - a Handmade Concert.

D. ADMINISTRATIVE DETAILS

Registered charity name: Bishop Street Methodist Church
Charity registration number: 1129068
10a Bishop Street
Leicester
LE1 6AF
Tel. 0116 255 4111

email: office@bishopstreetchurch.org.uk
web site: www.bishopstreetchurch.org.uk

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Officer holders

Revd Jill Marsh (Chair)
Mary Gill (Secretary)
Martin Briers (Treasurer)
Patsy Green (Pastoral Secretary)

Stewards

Frank Agyemang
Williams Agyemang
Margaret Byron
Rudairo Chitsenga
Gloria Darko
Margaret Mackley
Tony Moore
Hope Ncube
Gifty Oteng

Church Council

Robin Stevenson
Deirdre Brunning
Gillian Butcher
Miriam Stevenson
Sheila Swire
Jennifer Weston (Circuit steward)
Rev. David Vale

Circuit Ministers

Rec Barnabas Alexandrer
Rev. Mark Cheetham
Rev. Jean Quick

Independent accounts examiner: Barry Wilford,
7 Wickham Road, Oadby, Leicester, LE2 5SJ

E. STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

The appointment of Trustees and other officers follows the Constitutional Practice and Discipline of the Methodist Church (CPD). The primary governing body of Bishop Street Methodist Church, in accordance with CPD, is the Church Council.

Members of the Church Council are the Trustees, and the Council is chaired by the Minister. Church Council representatives and Church Stewards are elected at the General Church Meeting which is held annually. All church members can attend this meeting and are entitled to vote, and raise any issues for discussion. The Trustees actively seek nominations for new Trustees who can represent all aspects of the church community and its activities.

Structure

Bishop Street Methodist Church is part of the Leicester Trinity Methodist Circuit, which in turn is a component of the Northampton District of the Methodist Church of Great Britain. The Minister is supported by internal groups and committees as follows:

Church Council

Membership of the Church Council are: Office holders, Church Stewards, Church Ministers appointed to the Circuit, Church Stewards, up to 15 Church Members, a Circuit Steward and Ministers appointed to the Circuit. The Church Council is responsible for the general oversight of the church and acts as the Trustee body.

All the Committees listed below report to the Church Council, which meets at least twice per year.

Church Stewards

Stewards are elected by the General Church Meeting, with a maximum period of office of 6 years except in exceptional circumstances. Together with the Minister, they are responsible for leadership over the whole range of the church's life and for acting on the decisions and policies of the Church Council.

Finance and Property Committee

Membership of the Finance and Property Committee are: the church Minister, the Treasurer, a Steward, the Centre Co-ordinator and Co-opted members. The Chair is elected from among the members of the committee.

The committee prepares accounts and budget for presentation to the Church Council, and oversees day-to-day finance and property issues.

Forward Planning Group

This group, open to all members of the congregation, who meet regularly to plan events, and suggest possible future activities. It works alongside the Bishop Street 200th Anniversary Group which is arranging events to celebrate the 200th anniversary of the founding of the church

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The Trustees receive no remuneration or other financial benefits from their work. All decisions taken at Church Council are minuted, and a summary is circulated via the church service notices. Work of the Forward Planning group is also circulated.

Management of money

The Trustees have agreed financial management arrangements requiring dual signatures on all cheques, and prior approval for all except minor items of expenditure.

Management of paid staff and volunteers

Day to day management of the premises of Bishop Street Methodist Church and its ancillary premises is delegated to the Centre Co-ordinator. Art at the Chapel is progressed through the Art and Spirituality worker and the cleanliness of the premises is the responsibility of the cleaner. All employees undergo an annual appraisal and take part in regular review meetings

with their line manager. The arrangements for appraisal and other employment issues follow the advice issued by the Methodist Church of Great Britain.

The Trustees have implemented a Safeguarding policy with appropriate DBS checks for all aspects of the work of the Church with children. The Trustees are implementing a system of formal risk assessment which includes mitigation strategies to be reviewed regularly by the Trustees and by relevant sub-Committees.

During the year all employees, volunteers and post-holders within the church undertook the Creating Safer Space Foundation Module safeguarding training organised by the Methodist Church.

Volunteers are recruited, selected and supervised according to the Volunteer Policy

FINANCIAL REVIEW

Total incoming resources in the year to 31 August 2014 were £105,030 compared with £82,930 in 2013. Income included £2,081 tax recovered through Gift Aid (2013 - £3,658), £87 being allocated to the Development Fund, £63 to the Benevolent Fund and the balance to the General Fund.

The increase in Rental Income continued, showing a further increase to £26,849 (2013 - £20,900) due to the rental income from 12 Bishop Street. Total Rent and Lettings showed an increase of £7,554 over 2013.

A further grant was received from the Northampton District of the Methodist Church for employment and associated costs of the Art and Spirituality worker and a payment of £911 was received from Methodist Insurance in settlement of the theft claim in October 2013.

Utility costs (electricity, gas and water) for the church and school rooms reduced from £6,268 (2013) to 4,852 due in part to the milder winter, recoveries from the Chapel Café and continuation of second year of the 3 year fixed price contract. Salary costs reduced, due mainly to the retirement of the Administration and Finance officer in December 2013, from £27,514 to £24,724 of which £4,212 was met from the District Grant for the Art & Spirituality Worker. Repairs and Maintenance increased from £7,356 to £21,292 which included the installation of new heaters in the schoolrooms costing £9,623, the cost of which was mainly covered by grants from the Vale of Aylesbury, Chipping Norton, Buckingham Bicester and Brackley, Hinckley and Milton Keynes Circuits and Kibworth Methodist Church.

No further payments have been made in respect of the Development work as the final snagging items have not been attended to but it is anticipated that the five per cent retention (less deductions to be agreed) will be paid in the financial year ending 31st August 2015.

At the end of the financial year the only loan outstanding was £25,000 from the Leicester Trinity Circuit.

Donations from Church Funds during the year totalling £2,459 were made to Methodist Church Connexional Funds, Leicester @ The Cross, Leicester Council of Faiths, Leicester Street Pastors, Smiletrain, Action for Children, LWPT, MHA Amenity Fund, Leicester City of Sanctuary, Mustard Seed Project, and MCCN and a further £1,004 from collections for external organisations was sent to the JMA, the Methodist Church World Mission and Mission in Britain Funds, Christian Aid, Red Cross and MRDF. Included in these collections was money given for a leaving gift for Rev. Jill Marsh.

The accounts include a small restricted fund held, and administered, on behalf of Churches Together in Leicester City Centre (CTLCC) for which the closing balance was £659 (2013 - £329) and the Benevolent Funds closed at £1,773 (2013 -£2,165).

Reserves policy

Total reserves at the 31 August 2014 amounted to £60,388 of which £30,594 was in restricted funds. This figure will however reduce during the next financial year when the final payment for the Development work is made, the Heritage work is completed and restoration work on the organ is carried out and careful attention to budgeting will be required for the next few years to enable the finances to be adequately managed.

RESPONSIBILITIES OF THE TRUSTEES

The charity's trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity (Accounts and Reports) Regulations 2008. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER

Barry Wilford has been re-appointed as independent examiner for the ensuing year.

Signed on behalf of the trustees

Rev Fran Rhys
Chair

12 February 2015

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF
BISHOP STREET METHODIST CHURCH LEICESTER**

YEAR ENDED 31 AUGUST 2014

I report on the accounts of the charity for the year ended 31 August 2014 set out on pages 13 and 14.

RESPECTIVE RESPONSIBILITIES OR TRUSTEES AND INDEPENDENT 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission under Section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by a 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a 'true and fair view'.

INDEPENDENT EXAMINER'S STATEMENT

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

- which gives me reasonable cause to believe that in any material aspect the trustees have not met the requirements to ensure that:
 - proper accountings records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Barry Wilford
Independent Examiner
7 Wickham Road
Oadby
Leicester
LE3 5SJ

Bishop Street Methodist Church

Statement of Financial Activities

For the period from 1 September 2013 to 31 August 2014

	Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
Receipts	£	£	£	£
Offerings and Tax recoverable	17,560	1,666	19,227	21,315
Bank and CFB interest and Investment Income	261	85	346	390
Lettings	53,027	-	53,027	45,473
Other receipts	11,886	20,542	32,429	15,752
Total receipts	82,735	22,294	105,030	82,930
Payments				
Circuit Assessment	17,000	-	17,000	9,583
Donations	2,458	-	2,458	1,915
Repairs and Maintenance	18,217	3,074	21,292	7,356
Utilities (insurance, water rates, heating & lighting)	17,436	-	17,436	19,127
Other payments	23,847	8,975	32,823	51,446
Total payments	78,959	12,050	91,010	89,427
Net receipts/payments	3,776	10,244	14,020	(6,497)
Total funds brought forward from last year	26,018	20,350	46,368	52,865
Sub total	29,794	30,594	60,388	46,368
Transfers and adjustments			-	-
Total funds at end of year	29,794	30,594	60,388	46,368

STATEMENT OF ASSETS AND LIABILITIES

Church - Cash Funds Held at 31 August 2014	OPENING BALANCES	CLOSING BALANCES
Cash in hand	40	-
Bank Current Account	17,681	15,195
Bank Deposit Account	-	-
Central Finance Board	21,960	36,265
Trustees for Methodist Church Purposes	6,687	8,926
Other Funds	-	-
TOTAL CASH FUNDS HELD BY CHURCH	46,388	60,388

OTHER ASSETS AND LIABILITIES

	At 1 September 2013	At 31 August 2014
Investments (Including Endowments)	-	-
Lands & Buildings	1,000,000	1,100,000
Other Assets	-	-
Loan(s)	25,000	25,000
Other Liabilities	-	-

These financial statements were approved by the Church Council on 16 October 2014 and are signed on their behalf by:

Rev. Fran Rhys
Chair

Martin Briers
Treasurer