

**BISHOP STREET METHODIST CHURCH, LEICESTER**

**ANNUAL REPORT  
AND FINANCIAL SUMMARY  
FOR YEAR ENDED 31 AUGUST 2017**



**Bishop Street Methodist Church  
10a Bishop Street  
Leicester  
LE1 6AF**

**Charity Number 1129068**

## **Pre-amble**

The Trustees of Bishop Street Methodist Church have had due regard to the guidance published by the Charity Commissioners which sets out two key principles: 1. the organization must have an identifiable benefit: and 2. the benefit must be to the public or a section of the public.

The work described in the Annual Report of Bishop Street Methodist Church, 1<sup>st</sup> September 2016 to 31<sup>st</sup> August 2017, falls within the objectives of the Methodist Church in Great Britain which are directly linked to its aims.

### **The aims of the Methodist Church are:**

1. Worship – to increase awareness of God’s presence and to celebrate God’s love;
2. Learning and caring – to help people to learn and grow as Christians, through mutual support and care;
3. Service – to be a good neighbour to people in need and to challenge injustice;
4. Evangelism – to make more followers of Jesus Christ

The Trustees report that follows shows clearly that Bishop Street Methodist Church meets the public benefit requirement of the Charity Commissioners.

## INTRODUCTION

Bishop Street Methodist Church provides regular acts of worship open to members of the church and non members alike. It teaches Christianity through worship, sermons, cell groups and Bible studies and undertakes pastoral work including visiting the sick and bereaved. It opens its buildings to a wide range of groups and activities. However, it does this in the context of its situation, its membership and the needs of people at any given time.

As a church in the city centre, many people in vulnerable circumstances pass through its doors. Its premises are widely used by a very diverse cross-section of the city centre community – which includes people living in the locality and large numbers who travel into the centre from across the city and county. Christians from the Leicester area, and community organisations with no Christian background all contribute to activities on the premises which enhance community life and support people who are marginalised.

The church community consists of people from a variety of countries and backgrounds. Many work unsocial hours and find church attendance difficult; some are seeking work or have low incomes; some are unable to work; some are students; a few are asylum seekers; some are families with small children; some are retired. Bishop Street welcomes such a diverse community and tries to be sensitive to differing needs and responsive to new initiatives, changes and ideas.

As the church service continued one Sunday morning, help was given to someone who had come out of prison, directions were given to a place in town, and a hot drink was made for someone who had come early for Alcoholics Anonymous. Bishop Street members need to be versatile, unflappable and compassionate to deal with whoever comes onto the premises.

Bishop Street's Annual report is presented under the following 5 sections

**1. Worship – to increase awareness of God's presence and to celebrate God's love;**

Sunday worship  
Weekday worship  
Bible Study  
Worship consultation

**2. Learning and caring – to help people to learn and grow as Christians, through mutual support and care;**

Cell groups  
Elders' Gathering  
Environment  
Membership  
People in Vulnerable circumstances  
Students  
Sunday School

**3. Service – to be a good neighbour to people in need and to challenge injustice;**

Chapel Café  
Community Groups  
Interfaith  
Property Matters  
School visit

**4. Evangelism – to make more followers of Jesus Christ**

Art at the Chapel  
Art Exhibitions  
Churches Together in Leicester  
Concerts  
Exhibitions  
Heritage  
Talks at the Chapel

**5. Governance, Admin and Finance**

# **1. Worship – to increase awareness of God’s presence and to celebrate God’s love**

## **Sunday Worship**

The Church is open 7 days a week and many people use it for private prayer as well as for public worship. On Sundays, morning worship continues, sometimes following a theme. 6 times a year a café church style of worship is held in a more informal setting in the café area of the church. After services, over refreshments and sometimes bring and share lunches, people have the opportunity to get to know each other better. Facilities are offered for baptisms, weddings and funerals, with accompanying pastoral care.

As a church within the Leicester Trinity Circuit and the Northampton Methodist District, the church participates in events organised by these two umbrella bodies.

The church raised £255.00 to support various Christian Aid appeals. It also raised £182 to enable the church to ‘twin’ 3 of its toilets to help those in desperate poverty, to have access to a proper latrine, clean water and the information they need to be healthy. This was part of Tearfund’s Toilet Twinning initiative.

## **Weekday worship**

The prayer corner in the church was refurbished during the year. Each Monday and Wednesday a short service is held at 1pm, with a Communion Service on the 1<sup>st</sup> Wednesday of each month. The church hosted a Leicester-wide Good Friday Service, shared in the Palm Sunday walk with other city centre churches, and organised Carols in the café before Christmas. It also participated in Sing Christmas with Radio Leicester when Christmas Carols were sung in Town Hall Square (see video clip on [www.youtube.com](http://www.youtube.com))

## **Bible Study**

A Bible Study at 12noon on Thursdays is open to anyone and studies one book from the Bible over a few months.

## **Worship consultation**

Worship consultations are held during the year, to which all members of the congregation are invited, to plan services and special events over the forthcoming months.

## **2. Learning and caring – to help people to learn and grow as Christians, through mutual support and care;**

### **Cell groups**

Church members are allocated to a cell group based on their post code. Cell group members studied the book, 10 Holy Habits during 2016 to 2017. Members spent a couple of hours together, sometimes over a shared meal.

### **Elders' Gathering**

The Elders' Gathering continues to be held, but sadly due to ill health numbers are quite small. However, those who come enjoy the fellowship with other church members, the tea and a short act of worship.

### **Environment**

During the year, various square fluorescent lights have been replaced with square LED panels in the toilets and yard. The office fluorescent tubes were also replaced with LED tubes. In both cases this has resulted in halving the power for a similar light level, and because the LEDs use our existing fittings, it did not require the scrapping of old fittings, or installation of new ones. If the hoped-for long life of the LEDs is fulfilled, it will also significantly reduce the waste from replacing the glass tubes. We continue our policy of storing and re-using old wood and other materials where possible. Pews removed some years previously were re-worked for use in the choir gallery after the Organ console was moved. A demonstration organ mechanism and a video/picture display unit were both constructed entirely from old wood, monitors and computers already on the premises.

### **Membership**

The attendance at worship has remained steady though actual membership now better reflects attendance. There were 58 members at the end of the Methodist year August 2017

### **People in Vulnerable circumstances**

As well as supporting the work of the British Red Cross, and the City of Sanctuary in Leicester, the church continued to support asylum seekers within the congregation both pastorally and through Benevolent Fund collections taken on Communion Sundays. Open Church, on Mondays, in addition to serving refreshments, also provides a meeting place for a number of long-term unemployed people, people living on their own and people with mental and other health issues. Rental groups include a large number of support and self-help groups.

## **Students**

The church welcomed students from De Montfort and Leicester Universities to the morning service, and at the beginning of the academic year took them to a meal at a local restaurant. Students participate in the activities at the chaplaincy centres at their university. The Church became a link church to the Student Christian Movement in preparation for the 2017 autumn term.

## **Sunday School**

Part way through the Sunday service, the children leave for their Sunday School where they engage in a variety of activities which help them understand the theme they are following. The children then share what they have learned with the congregation towards the end of the service.

## **3. Service – to be a good neighbour to people in need and to challenge injustice.**

### **a) Chapel Café**

The Chapel Café continues to be run by the Zinthiya Trust. It is a Social Enterprise venture where people are supported into employment through work placements and apprenticeship. They are offered training and qualifications in Customer Service and Food Safety. It supports the church in being a welcoming and accepting place to anyone in the community, and encourages groups to use the café for a variety of events.

### **b) Community Groups**

There are many groups who use the premises for regular or one-off activities.

#### **i. Support Groups**

Nine Alcoholics Anonymous meetings per week, including a women's group and a Polish language group.

Three Narcotics Anonymous groups per week.

Living Without Abuse – support, training, counseling and advice sessions

Kainé teen-parent support groups

Living without Abuse – Space4me Children's school holiday events

Educational support 1 to 1 sessions

Macular Society support meetings

Café Mama breast-feeding support group

Depression Alliance meetings

## **ii. Interest groups**

Chinese (Mandarin) language classes  
Weightwatchers  
Education and Youth training sessions  
Yoga for Relaxation and health

## **iii. Religious groups**

Jabula New Life Covenant Church services  
Leicester City Council Christian Fellowship  
Prayer for Leicester meetings  
Lunchtime songs of praise  
Lent interactive prayer stations  
Good Friday annual service  
Lift Jesus High prayer meetings

## **iv. The Arts**

Coro Nostro choir rehearsal  
An amateur film group  
Spark Theatre Group rehearsals  
Portrait drawing classes  
'In Stitches' needlecraft group  
Everybody's Reading festival venue  
Conversations across Cultures – refugee poetry event  
Christmas Crafts activities in the café

## **v. Meetings**

Green Party  
Victorian Society winter programme  
Leicester Kairos Group  
Zimbabwe Human Rights  
'City Series' talk arranged by the City Council  
NCS young people's fund-raising group event  
Christians Aware interfaith week talks  
Sainsbury Veterans

## **vi. Visits**

The Chapels Society  
Woodcraft folk visit to the city centre  
North Staffs organists group

## **vii. Office desk space**

Leicester CND  
Leicester city centre Street Pastors



### **c) Inter Faith**

For 12 weeks from December 2016 to the end of February 2017, the church participated in the Interfaith Winter Night Shelter, co-ordinated by the organisation One Roof. Various city faith groups offered overnight accommodation on their premises and also provided breakfast and an evening meal. The guests each night met at Bishop Street church for a hot drink, before being taken to their accommodation.

Working with Christians Aware, the church hosted a series of talks led by people of other faiths on the theme of Peace Making in the World's Faiths during inter-faith week.

### **d) Property matters**

Visually, the biggest change to the property has been moving the Organ Console down from the Choir Gallery to a moveable platform on the floor of the Church itself, with attendant carpentry works both to the pews at floor level, and skilful re-instating of pews and parapet in the Choir Gallery. New lighting for the gallery and newly painted pipes have also enhanced the look of the 'east end'. These have been attendant on the major refurbishment of all aspect of the organ, which was completed in spring of 2017.

A number of substantial repairs have had to be made during the year, including one of the gas heaters in Pilgrim House, two under-sink water heaters, and both boiling water units, along with ongoing minor repairs and redecorating, a gradual conversion of our lights to LEDs, plus time-consuming repairs such as replacing the toilet taps following vandalism, a repair to the side gate lock, and repairs to the outside ramp handrail.

We have redecorated external paintwork of ground floor windows and the stairwell window in the West Yard, along with the south facing Georgian windows in the two vestries. Some internal redecoration in the Brandon room has also been possible, and further redecoration there and in the back lobby is planned.

In June 2017 our Church cleaner of some years standing left to join a religious community, and a new cleaner was appointed, to work 12 hours per week.

### **Leased Properties.**

No. 10 Bishop Street continues to be leased to the CLC bookshop, the Leicester Council of Faiths and New English Design. A locksmith is based in the small unit on the ground floor; and the ground-floor rear is used by the Zinithiya Trust as a Community Shop. The upstairs-front rooms are

used as women's consultation and meeting room by The Zinithiya Trust, who also lease No 12 Bishop Street for use as an administrative base and shop front for their support for women and families from disadvantaged backgrounds.

### **e) School visit**

Year 1 from Charnwood School visited on Tuesday 27th September 2016. The children were given a tour of the chapel in small groups including the Heritage room. The church organist came in to play the organ. They brought gifts for harvest. The church minister attended the school assembly taken by Year 1 pupils on the theme of Harvest on 12th October.



The Brandon Room, having been redecorated over the summer of 2016 with the help of a group of young people from the Prince's Trust, has been

widely used throughout the year for, amongst other activities, drama, self-help groups, training, support groups and a yoga class.

## **4. Evangelism – to make more followers of Jesus Christ**

### **a) Art Exhibitions**

Exhibition by Sue Pittam's Artists' Group, plus 'Artist at work' days  
'No crib for a Bed' advent exhibition  
'Cradled in a manger' Christmas Exhibition  
Magic Baskets and Other Dreamworks  
'Free the Seeds' Christian Aid  
Christian Voices Coming Out  
Lent Interactive Prayer stations  
Every Word you Sing: photographic portraits with Hymns  
Alan Cain Exhibition of paintings – 'Leaves and Grass'  
'Wonder' Art in the Chapel photography exhibition  
D.I.V.O.R.S.E: Exhibition of paintings responding to Brexit.

### **b) Art at the Chapel Publications and Presentations**

Methodist District Re-imagine Conference about Art and Spirituality work.  
Every Word You Sing (Favourite hymns and portraits)  
Creative Faith post-cards  
Preparations for Methodist Modern Art Collection Exhibitions in May 2019

### **c) Churches Together in Leicester**

The church is a member of Churches Together in Leicester City Centre. It shares with the other churches in hosting a monthly midweek service.

### **d) Concerts**

'So Far' music pop-up concert  
Handmade Festival opening night concert  
Coro Nostro choir

### **e) Heritage**

A self-guided walk leaflet to John Wesley's Leicester continues to be used. A video narrated by Richard Gill, visiting these city centre locations, was available to watch on Saturday 10th September 2016 Ride and Stride and Heritage Open Day. It is now on Bishop Street Church youtube channel. Although it was a very wet day there were 32 signatures for Ride and Stride and over 20 visitors to the Heritage room.

The National Chapels Society visited on Saturday 8th October 2016 as part of a tour of historic chapels in Leicester. The Leicester Civic Society

Heritage Fair was held on Saturday May 27th 2017 when 37 people visited the Heritage room and favourable comments were recorded.

The team continued to interview members to record their memories of the life of the church from 1965 onwards.

Work continued during 2016 and 2017 to restore the organ. Before the console was moved a photograph of Martin Briers, the current organist, was taken seated at the console which he had played since 1970. This was to be framed and hung in the Heritage room. The console was returned and installed on the ground floor in December 2016 and the organ was in full working order by February 2017. To help to demonstrate the workings of a pipe organ a working model was purchased and modified to create sound using wood removed during the renovation of the organ.

#### **f) Talks in the Chapel**

Journeys ....in translation:	Ambrose Musiyiwa
Aspects of Christmas Music:	Neil Crutchley
Christian Voices Coming Out:	Tracey Byrne
Early Methodism and the Military:	Andy Benbow
St Matthew's Passion:	Neil Crutchley
Julian of Norwich:	Revd David Clark
Illuminated Manuscripts:	Miriam Stevenson
The Gospel according to St Matthew:	Howard Smith

## **5. Governance, Admin and Finance**

### **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 is the Church Council (the trustees), which is responsible for the general oversight of the church. The Trustees receive no remuneration or other financial benefits.

#### **Annual General Meeting.**

All Church members can attend this meeting and are invited to raise any issue. Church Stewards and Church Representatives are elected at this meeting.

#### **Church Council.**

The Church Council comprising Office holders, elected Church Stewards,

elected Church Representatives, Circuit ministerial staff and a Circuit Steward meets at least twice a year. The Council is chaired by the Minister. All decisions taken at Church Council are minuted, and a summary is circulated via the church notices.

**Trustees.** The Trustees who served the charity were :

**Officer holders**

Rev Fran Rhys (Chair)  
Alison Skinner (Secretary)  
Martin Briers (Treasurer)  
Patsy Green (Pastoral Secretary)  
Pelani Ziba (Health & Safety)

**Stewards**

Margaret Byron  
2017)  
Peter Chitsenga (from May 2017)  
Mary Gill  
Boas Lee  
Tony Moore  
Hope Ncube  
Catherine Payne  
Stembeni Sakaike

**Church representatives**

Deirdre Brunning  
Gillian Butcher  
Leon Dundas  
Margaret Mackley  
Miriam Stevenson  
Robin Stevenson  
Sheila Swire (to May

**Circuit representative**

Jennifer Weston

**Circuit Minister**

Rev David Vale

**ADMIN.** The Minister is supported by the following internal groups and committees who report to the Church Council

**a) Finance and Property Committee.** The major risks are identified and recorded by the Finance and Property Committee. The committee prepares accounts and budget and oversees day-to-day finance and property matters. Income and Expenditure is monitored in total and is compared with the approved annual budget on a monthly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves. There is a regular annual review process undertaken and recorded. The Trustees have agreed financial management arrangements requiring dual signatures on all cheques, and prior approval for all, except minor items, of expenditure.

**b) Forward Planning Group.** This group, open to all members of the congregation, meets to plan future activities.

**c) Paid staff and volunteers.** Day to day management of the premises is delegated to the Centre Co-ordinator; Art at the Chapel work is staffed by the Art and Spirituality worker whose contract was renewed from February 2017 for a further 3 years with the help of a Methodist District grant; and the cleanliness of the premises is maintained by the cleaner. All employees undergo an annual appraisal and take part in regular review meetings and appraisals. Volunteers are recruited, selected and supervised according to the Volunteer Policy.

**d) Safeguarding.** Bishop Street Methodist Church commits itself to ensuring the implementation of connexional safeguarding policy; government legislation, guidance and safe practice in the circuit and in the churches. New volunteers and post-holders within the church undertook the 'Creating Safer Space Foundation Module' safeguarding training organised by the Methodist Church.

## **FINANCE**

### **i. Financial Review**

Total receipts on unrestricted funds were £74,793, a reduction of approximately 4% on the previous year. Grants received totalled £34,900 of which £4,000 from the Northampton Methodist District was for Art in the Chapel and the balance of £30,900 was for the Organ Fund including £4,000 Leicestershire Historic Churches Trust, £800 Methodist Insurance, £17,600 second instalment Heritage Lottery Fund and £8,000 Northampton Methodist District. Total income for the Organ Fund amounted to £34,081 plus a £1,000 transfer from the General Fund and expenditure £41,233.

Total collections (cash, envelopes and standing orders) reduced by approximately 4% and a reduction of 3.5% in lettings income was almost offset by an increase of 3% in rental income.

Our Circuit Assessment contribution, calculated on a formula basis involving membership, attendance, income and reserves, increased by 15%.

The net result for the year was an excess of Receipts over Expenditure of £4,195 on unrestricted funds. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31<sup>st</sup> August 2016 on unrestricted funds totalled £18,530. The total funds at the end of the previous financial year has been reduced by £25,000 to reflect the £25,000 loan from the Leicester Trinity Circuit which is now shown in

the Statement of Assets and Liabilities. As at 31<sup>st</sup> August 2017 this has reduced to £20,000 following a repayment of £5,000.

The accounts include a small restricted fund held, and administered, on behalf of Churches Together in Leicester City Centre which at 31<sup>st</sup> August 2017 amounted to £595

## **ii Reserves**

- (a) General Fund. This includes our Bank (Co-operative Community Directplus) and Central Finance Board (“CFB”) accounts plus cash in hand. At the end of the financial year (31.8.17) this totalled £38,530 but includes the interest free loan from the Leicester Trinity Methodist Circuit of £20,000.

We aim ideally to hold in reserves sufficient money in our General Fund to cover six months budgeted expenditure.

## **Other Funds held for specific purposes as at 31.8.17**

- (b) Art at the Chapel – £5,962
- (c) Benevolent Funds – £569
- (d) Development Fund – £825
- (e) Flower Fund – £250
- (f) Heritage Fund – £5,447
- (g) Mission in Leicester City Centre – £903
- (h) Organ Fund – £5,161 deficit.

## **Bequest Fund**

The Joyce Smith Bequest (£42,823) is held by TMCP

## **Financial details 2016 to 2017**

The accounts that follow are a summary of the financial activities of Bishop Street Methodist Church from 1<sup>st</sup> September 2016 to 31<sup>st</sup> August 2017. A full copy of the Trustees Annual Report and Accounts can be obtained by contacting the Church Office or on the Charity Commission website. The financial statements were approved by the Church Council on 12th October 2017.

**Bishop Street Methodist Church**  
**Statement of Financial Activities**  
**For the period from 1 September 2016 to 31 August 2017**

	Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
<b><i>Receipts</i></b>	£	£	£	£
Offerings and Tax recoverable	15,125	824	15,950	16,596
Bank and CFB interest and Investment Income	102	244	346	358
Lettings	55,423	-	55,423	55,778
Other receipts	4,143	79,579	83,721	47,635
<b>Total receipts</b>	<b>74,793</b>	<b>80,647</b>	<b>155,440</b>	<b>87,228</b>
<b><i>Payments</i></b>				
Circuit Assessment	17,942	-	17,942	15,624
Donations	1,394	2,618	4,012	2,636
Repairs and Maintenance	14,048	41,233	55,281	60,197
Utilities (insurance, water rates, heating & lighting)	14,575	-	14,575	13,663
Other payments	22,639	7,088	29,727	33,638
<b>Total payments</b>	<b>70,598</b>	<b>50,940</b>	<b>121,537</b>	125,758
<b>Net receipts/payments</b>	4,195	29,707	33,903	(5,391)
<b>Total funds brought forward from last year</b>	15,335	21,506	36,841	42,232
<b>Sub total</b>	19,530	51,213	70,744	36,841
Transfers and adjustments	(1,000)	1,000	-	-
<b>Total funds at end of year</b>	<b>18,530</b>	<b>52,213</b>	<b>70,744</b>	<b>36,841</b>