

Churches Together in the Merseyside Region

**(formerly: MARCEA: The Merseyside and Region Churches
Ecumenical Assembly)**

(charity no 519061)

Report and Accounts

for the Year to 31 December 2003

**CHURCHES TOGETHER IN THE MERSEYSIDE REGION (CTMR)
(formerly MARCEA: The Merseyside and Region Churches Ecumenical Assembly)**

Independent Examiner's Report to the Trustees of CTMR

I report on the accounts of the Charity for the year ended 31 December 2003, which are set out on pages 7 to 10.

Respective responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 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 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, and

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.

Anne P Morris FCA
Macfarlane + Co
Cunard Building
Water Street
Liverpool L3 1DS

9 September 2004

**CHURCHES TOGETHER IN THE MERSEYSIDE REGION (CTMR)
(formerly MARCEA: The Merseyside and Region Churches Ecumenical Assembly)
65 Paradise Street, Liverpool L1 3BP**

Annual Report for the Year ended 31 December 2003

The trustees present their report together with the financial statements for the year ended 31 December 2003.

Principal Activities

Churches Together in the Merseyside Region (formerly MARCEA: The Merseyside and Region Churches Ecumenical Assembly) was established in 1986. It is governed by its constitution, which was adopted on 25 January 1986 and revised on various occasions. Following a review of MARCEA and the acceptance of a new policy document in September 2002, a substantially revised constitution was adopted by the 35th MARCEA Assembly in April 2003 and ratified by the 36th MARCEA Assembly also in April 2003. Approval was given by the Charity Commission in May 2003. The name of the charity was changed to Churches Together in the Merseyside Region and the Management Council was specified as the body of charity trustees, responsible for the general control and management of the administration of the charity. CTMR is a registered charity, numbered 519061.

The principal activity of CTMR is the encouragement and support of the working together of Christian Churches within their respective ecclesiastical boundaries.

Objects of CTMR

The objects of CTMR, under the guidance of the Holy Spirit, are:

- (1) To draw the churches in membership of the Charity into a fuller understanding of the Gospel,
- (2) To promote the visible unity and mission of the Church at every level of Church life as an effective instrument of God's purpose for the local and wider community,
- (3) To encourage and enable the Churches to make decisions together where possible,
- (4) To give expression to the common faith, baptism and devotion of Christians as they seek to apply the "Lund principle" - to do everything together except that which in conscience must be done separately.

Organisation

Churches Together in the Merseyside Region comprises churches and other bodies in categories of full membership, associate membership, affiliated membership and allied membership, as determined by the constitution. General control and management of the administration of the Charity is exercised by the Management Council, which has power to appoint groups to act under its direction.

CARE is an agency of CTMR set up to educate and support the Churches in their work for racial justice. CARE ceased to operate as an agency on 4 April 2003, at which point staff appointments were terminated. Bank accounts were maintained to deal with residual matters until 17 February 2004, at which point the CARE accounts were closed and balances transferred to the CTMR account. The Management Council on 10 June 2004 resolved that these balances be regarded as a restricted fund for the purposes of racial justice development work. Discussions are continuing as to how such work may best be pursued in the future.

SAS is an agency of CTMR set up to support asylum seekers. It became part of MARCEA (subsequently CTMR) on 1 January 2001.

Details of Activities

The bulk of CTMR's activities consist of co-ordinating the life of the major Christian denominations in the area by means of:

- establishing and developing joint projects;
- providing opportunities for joint meetings, study sessions, conferences, forums, assemblies;
- regular newsletters and mailings.

CARE's activities consist of:

- arranging conferences, meetings, educational INSET days and study days to raise matters of racial awareness;
- initiating and developing projects concerned with racial awareness.

SAS's activities comprise largely the raising of funds for the provision of charitable support for asylum seekers and refugees in the area

- by relieving poverty and destitution;
- by contributing to projects promoting their well-being.

Policy for reserves

The (unrestricted) reserves are maintained to provide a financial cushion in the event of:

- any possible shortfall in the income from the major denominational contributors;
- redundancy payments becoming necessary.

Policy for grants

SAS makes weekly grants of £20 (reduced from £25 in the previous year) to asylum seekers deprived of statutory support.

Urban Fund

During 2002 the Merseyside Churches Urban Institute, which was closing down, transferred its funds to MARCEA to be used in line with the Institute's purpose of promoting discussion and research on urban issues.

Management

The Charity Commission has confirmed that prior to the revision of the constitution adopted in April 2003 the Standing Committee of MARCEA was the trustee body of the charity. The revised constitution makes it clear that the Management Council of CTMR is now the trustee body of the charity.

The Standing Committee of MARCEA comprised:

The Chairperson.

One member appointed by the Church Leaders' Group from among their number.

The Speaker, Deputy Speaker and Treasurer of the Assembly.

The Chairperson of each of the Departments.

The Ecumenical Officer, who served as Secretary of the Committee.

One of the denominational Press Officers.

A representative from the Free Churches' Sector, appointed by the Sector.

One young person appointed by the denominational Youth Officers.

Three additional members elected by the Assembly.

Other members co-opted from the Assembly.

The membership of the Standing Committee between January and May 2003 was:

Rev Pat Billsborrow	Ms Ellie McKeown
Rev Graham Cook	Rev Martyn Newman
Miss Claire Davidson	Dr Peter Owen
Rev Cynthia Dowdle	Prof Hilary Russell
Rt Rev Rupert Hoare	Mr Ultan Russell
Mr Vin Horton	Canon John Short
Mr Philip Lodge	Rev Dr John Taylor
Mr John Marsden	

The Membership of the Management Council of CTMR as appointed in accordance with section F (1) of the Constitution, is reproduced below.

The Church Leaders specified in clause G. (1)

Baptist:	A Regional Minister appointed by the NWBA;
Church of England:	The Bishop of Liverpool; The Bishop of Warrington; The Bishop of Birkenhead;
Methodist:	The Chair of the Liverpool District;
Roman Catholic:	The Archbishop of Liverpool; The Auxiliary Bishop(s) of Liverpool; The Bishop of Shrewsbury
Salvation Army:	The Commander of the North Western Division
United Reformed:	The Moderator of the Mersey Synod.

One member, lay or ordained, appointed by the authorised person or body of each of the following bodies:

- the Roman Catholic Archdiocese of Liverpool;
- the Roman Catholic Diocese of Shrewsbury;
- the Church of England Diocese of Liverpool;
- the Church of England Diocese of Chester;
- the Liverpool District of the Methodist Church;
- the Mersey Synod of the United Reformed Church;
- the North Western Baptist Association;
- the North-Western Division of The Salvation Army;

One member appointed by the Management Council to represent the other churches in full membership, after appropriate consultation with those bodies;

The convenor of the Theological Task Group appointed by the Management Council;

The several honorary advisers for areas of concern appointed by the Management Council;

The Honorary Treasurer of the Charity appointed by the Management Council;

Up to three members co-opted by the Management Council for a renewable period of one year.

The membership of the Management Council between June and December 2003 was:

Rev Graham Cook	Mrs Linda Jones
Miss Claire Davidson	Rev Philip Jump
Dr Peter Owen	Most Rev Patrick Kelly
Prof Hilary Russell	Rt Rev Vincent Malone
Mr Ray Collings	Rt Rev Brian Noble
Major Marion Drew	Mr Chas Raws
Rev Dr Adrian Hezel	Mr Donald Swift
Rt Rev David Jennings	Rt Rev David Urquhart
Rt Rev James Jones	Rt Rev Thomas Williams

Rev Dr John Taylor	appointment terminated August 2003
Mr Vin Horton	appointment terminated December 2003
Mr Philip Lodge	appointment terminated December 2003
Mr John Marsden	appointment terminated December 2003
Mr Ultan Russell	appointment terminated December 2003
Canon John Short	appointment terminated December 2003
Rev James Booth	appointed September 2003
Rev Peter Robertson	appointed September 2003
Rev Melvyn J Kelly	appointed December 2003

Since 1 January 2004, the following changes in trustees have been made:

Rev Graham Cook	appointment terminated January 2004
Rev Howard Sharp	appointed March 2004

Secretary: Revd Martyn Newman

Bankers: HSBC plc
32 Rodney Street, Liverpool, L1 2TP

Solicitor: Roger Arden of Gamon & Arden
Church House, Hanover Street, Liverpool, L1 3DW

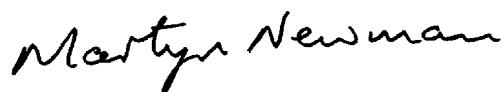
Independent Examiner: Miss Anne Morris, Macfarlane + Co,
Cunard Building, Water St, Liverpool, L3 1DS

Trustees' Responsibilities for the Financial Statements

Charity law 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 surplus or deficiency of the Charity for the period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent.

The financial statements have been prepared in compliance with statutory requirements, the Constitution of CTMR and with SORP 2000.



Secretary
9 September 2004

CHURCHES TOGETHER IN THE MERSEYSIDE REGION (CTMR)
(formerly MARCEA: The Merseyside and Region Churches Ecumenical Assembly)

Accounts for the Year to 31 December 2003

Notes to the Financial Statements for the year ended 31 December 2003

1 Accounting Policies

The financial statements have been prepared in accordance with applicable Accounting Standards, the Statement of Recommended Practice 'Accounting and Reporting by Charities (Revised 2000)' and the Charities (Accounts and Reports) Regulations 1995 and 2000.

The financial statements have been prepared under the historical cost convention. No investments are held which are required to be valued at market value. Expenditure on equipment or other fixed assets is not capitalised but is charged to Revenue as incurred.

2 Funds

The Accumulation Fund represents the funds of CTMR that are not subject to any restrictions regarding their use and are available for application on the general purposes of CTMR. Funds designated for a particular purpose by CTMR are also unrestricted. (On this assumption £3,093 designated for Youth Pilgrimage is included in Creditors)

The accounts include transactions, assets and liabilities for which CTMR is responsible in law. The Accounts of CARE, SAS and Urban are included.

3 Incoming Resources

Contributions from the member Churches are accounted for in the year in which they are due. Donations from other bodies and Councils of Christian Churches are accounted for as received.

The Trading Income is payment for use of the office photocopier.

4 Direct Charitable Expenditure

Programme expenditure	3,996
SAS expenditure	47,772
Secretary's salary	19,858
Secretary's expenses	8,548
CARE wages	<u>8,485</u>
	<u>£88,659</u>

SAS expenditure included grants to 230 individual asylum seekers deprived of any statutory support. These grants totalled £35,090. As the problem of homelessness among asylum seekers became more acute, both at the beginning and the end of the asylum process, SAS opened a special appeal called 'Women and Children First' in July. By the end of the year this had provided the rent for a house with space for six women and a flat for four men at a cost of £3,010.

The average number of employees during the year was 1. No employee received emoluments above £50,000 during the year.

The 32 trustees who served for various periods of 2003 received no expenses for services provided to the charity.

5 Other Expenditure

Office expenses	15,785
Committee expenses	<u>25</u>
	<u>£15,810</u>

The cost of independent examination was £881.

6 Surplus for the Year

The surplus for the year is £2,402, which leaves the total Fund carried forward at £89,244.

Dr Peter Owen
Hon Treasurer
9 September 2004

CHURCHES TOGETHER IN THE MERSEYSIDE REGION (CTMR)

Charity 519061

Balance Sheet as at 31 December 2003

	Note						
	1,2	CTMR	CARE	SAS	URBAN	Total	2002
Current Assets		£	£	£	£	£	£
Debtors		6,008	0	0	53	6,061	6,460
Cash at bank and in hand		66,927	1,555	5,931	14,703	89,116	90,499
Current Liabilities							
Creditors		(5,849)	(84)	0	0	(5,933)	(16,377)
Net Current Assets/ Net Assets		<u>67,086</u>	<u>1,471</u>	<u>5,931</u>	<u>14,756</u>	<u>89,244</u>	<u>80,582</u>

Prof Hilary Russell
Chair of the Management Council

Signed on behalf of all the trustees
9 September 2004

Dr Peter Owen
Hon Treasurer

CHURCHES TOGETHER IN THE MERSEYSIDE REGION (CTMR)

Charity 519061

Statement of Financial Activities for the year to 31 December 2003

	Note	CTMR (unrestricted)	CARE (restricted)	SAS (restricted)	URBAN (designated)	Total	2002
		£	£	£	£	£	£
Incoming Resources	3						
From Member Churches		38,495	12,738	0	0	51,233	69,220
Transfer from Churches Urban Institute		0	0	0	0	0	15,488
Donations & Gifts		2,645	3,500	47,023	0	53,168	39,112
Bank Interest		1,856	36	52	252	2,196	1,693
Trading- Net Income		274	0	0	0	274	290
Total Incoming Resources		43,270	16,274	47,075	252	106,871	125,803
Resources Expended							
Direct Charitable Expenditure	4	31,443	9,444	47,772	0	88,659	100,530
Other Expenditure	5	6,047	9,763	0	0	15,810	26,027
Total Resources Expended		37,490	19,207	47,772	0	104,469	126,557
Net Income/(Outgoing Resources)	6	5,780	(2,933)	(697)	252	2,402	(754)
Balance brought forward at 1 January 2003		61,306	(1,856)	6,628	14,504	80,582	94,790
Correction of earlier years' errors		0	6,260	0	0	6,260	(13,454)
Balance carried forward at 31 December 2003		67,086	1,471	5,931	14,756	89,244	80,582