

**The Merseyside and Region Churches Ecumenical
Assembly**

(charity no 519061)

Report and Accounts

for the Year to 31 December 2001

THE MERSEYSIDE AND REGION CHURCHES ECUMENICAL ASSEMBLY

Independent Examiner's Report to the Trustees Of MARCEA

I report on the accounts of the Charity for the year ended 31 December 2001, 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

October 2002

THE MERSEYSIDE AND REGION CHURCHES ECUMENICAL ASSEMBLY

65 Paradise Street, Liverpool L1 3BP

Annual Report for the Year ended 31 December 2001

The trustees present their report together with the financial statements for the year ended 31 December 2001.

Principle Activities

MARCEA was established in 1986. It is governed by its constitution, which was adopted on 25 January 1986. MARCEA is also a registered charity, numbered 519061.

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

Objects of MARCEA

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

- (1) To draw the denominations represented on the Assembly 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

The Assembly comprises representatives of the affiliated denominations and of other bodies in association as determined by the Constitution. Separate committees and departments have been established under the constitution to deal with various aspects of the Assembly's business.

CARE is an agency of MARCEA set up to educate and support the Churches in their work for racial justice.

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

Details of Activities

The bulk of MARCEA's activities consist in 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, 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.

Policies

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 £25 to asylum seekers deprived of statutory support.

Management

The Charity Commission has confirmed that the Standing Committee is the trustee body of the charity.

The Standing Committee is appointed in accordance with section E2 of the Constitution, reproduced below.

MEMBERSHIP shall consist of:

- 1 The Chairperson, who will normally be a member of and nominated by the Church Leaders' Group for appointment by the Assembly. (John Taylor)
- 2 One member appointed by the Church Leaders' Group from among their number. (Graham Cook)
- 3 The Speaker, Deputy Speaker and Treasurer of the Assembly, appointed by the Assembly. The Speaker shall be ex-officio Deputy Chairperson of the Standing Committee. (Claire Davidson, Hilary Russell, Peter Owen)
- 4 The Chairperson of each of the Departments, who may appoint a deputy in the event of unavoidable absence. (John Short, John Marsden, Philip Lodge, Vin Horton, Ultan Russell)
- 5 The Ecumenical Officer, who shall serve as secretary of the committee. (Martyn Newman)

- 6 One of the denominational Press Officers nominated by the Merseyside Churches' Media Service. (Peter Heneghan - until his resignation)
- 7 A representative from the Free Churches' Sector, appointed by the Sector. (Jacqui Griffiths)
- 8 One young person, or young people's representative, appointed by the denominational Youth Officers. (none appointed)
- 9 Three additional members elected by the Assembly. (Rupert Hoare, Pat Billsborrow, Cynthia Dowdle)
- 10 There shall be space for co-options, as appropriate, from the Assembly. (Ellie McKeown)

The membership of the Standing Committee during 2001 was:

Revd Dr John Taylor (Chair)
 Miss Claire Davidson (Deputy Chair)
 Revd Martyn Newman (Secretary)
 Dr Peter Owen (Treasurer)
 Rev Graham Cook
 Mrs Hilary Russell
 Canon John Short
 Mr Philip Lodge
 Mr Ultan Russell
 Mr Peter Heneghan (resigned 19 July 2002)
 Mr Vin Horton
 Rev Pat Billsborrow
 Rev Cynthia Dowdle
 Capt Jacqui Griffiths
 Rt Rev Rupert Hoare
 Ms Ellie McKeown
 Mr John Marsden

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 Assembly and of the surplus or deficiency of the Assembly 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 MARCEA and with SORP 2000.

Secretary
17 October 2002

THE MERSEYSIDE AND REGION CHURCHES ECUMENICAL ASSEMBLY

Accounts for the Year to 31 December 2001

Notes to the Financial Statements for the year ended 31 December 2001

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 2000

The financial statements have been prepared under the historical cost convention. No investments are held which require 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 MARCEA that are not subject to any restrictions regarding their use and are available for application on the general purposes of MARCEA. Funds designated for a particular purpose by MARCEA are also unrestricted. (On this assumption £2,493 designated for Youth Pilgrimage is included in Creditors)

The Accounts include transactions, assets and liabilities for which MARCEA is responsible in law. The Accounts of CARE and SAS 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	5,527
SAS expenditure	29,906
Secretary's salary	18,137
Secretary's expenses	8,945
Wages	26,256
Project worker's salary	<u>6,560</u>
	<u>£95,331</u>

SAS expenditure included grants to 77 individual asylum seekers deprived of any statutory support. These grants totalled £16,976.

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

The 17 trustees received no expenses for services provided to the charity.

5 Other Expenditure

Office expenses	22,358
Committee expenses	<u>117</u>
	<u>£22,475</u>

The cost of independent examination was £59.

6 Surplus for the Year

The surplus for the year is £17,473, which leaves the total Fund carried forward at £94,790.

Dr Peter Owen
Hon Treasurer
17 October 2002