

# Trustees' Annual Report for the period

Period start date  
From 01 04h 2023 To 31 03 2024  
Period end date

April

## Section A

## Reference and administration details

Charity name

Grace Community Church (Downham Market)

Other names charity is known by

Registered charity number (if any) 111 5897

Charity's principal address

c/o 15 Holme Close

Runcton Holme

King's Lynn

Postcode

PE33 0AB

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Keren Loxley	Chair		Members
2	Andrew Wille	Pastor		Members
3	Jean Urquhart	Treasurer		Members
4	Jeannette Vincent			Members
5	Christine Flemming	Secretary		Members
6	Christine Kennedy			Members
7	Arthur Dyer			Members
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year



### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution (updated 2017)
How the charity is constituted <small>(eg. trust, association, company)</small>	As a charity
Trustee selection methods <small>(eg. appointed by, elected by)</small>	By the church members at a members meeting

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees met during the year to ensure that the objectives of the charity/church were being met, and to address any and all matters arising.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

- (A) To advance the Christian faith, principally, but not exclusively in Downham Market, surrounding areas, the United Kingdom and the world as the trustees may from time to time see fit
- (B) To relieve persons who are in conditions of need or hardship or who are aged or sick, and to relieve the distress caused thereby in the above said areas.
- (C) To advance promote and fulfil such other charitable purposes beneficial to the community in the above said areas.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Regular weekly meetings on a Sunday morning at Stowbridge Village Hall. These involve praise and worship, preaching/teaching and mutual support and encouragement.

Weekly midweek meetings in the classroom at the Stowbridge village hall. These involve more detailed study, prayer and further support and encouragement for one another

The church helps support vulnerable people in the community.

The church supports Kuffu, a project overseas (in Uganda) which offers spiritual and practical support for needy children. These funds go to Care for Kuffu, a UK-based charity which raises awareness of the Kuffu project.

In compiling these details, the trustees have had regard to the guidance on public benefit issued by the Charity Commission.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The trustees remain grateful to each member of Grace Community Church for their financial and practical support of the objects of the church. Members give of their time, energy and talents in support of the works the church is doing.



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

The Sunday morning meetings are open to all..  
Practical and pastoral support has been provided throughout the year by the full-time pastor, as well as the wider leadership group and others throughout the membership. This support has helped various people with their social, economic and health-related needs.

## Section E

## Financial review

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

The church established a reserves policy in 2017 which is reviewed annually

### Details of any funds materially in deficit

The income for the year to March 2024 was more than the expenditure

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Church members give or donate regularly to support the objects of the church, and the trustees are grateful for this ongoing financial support. Where appropriate, gift aid is reclaimed on the relevant sums. Church expenditure supports the full-time pastor, is directed to the Kuffu project, goes directly to those in particular need and helps to maintain the two mobile classrooms owned by the church.

## Section F

## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

*Keren Loxley*

*Jean Urquhart*

Full name(s)

Keren Loxley

Jean Urquhart

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

04/01/2025





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name

Grace Community Church Downham Market

**On accounts for the year  
ended**

31<sup>st</sup> March 2024

**Charity no  
(if any)**

1115897

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

4/1/25

**Name:**

BRUCE LOXLEY

**Relevant professional  
qualification(s) or body  
(if any):**

—

**Address:**

130 BEXWELL ROAD  
DOWNHAM MARKET  
NORFOLK PE38 9LJ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



**GRACE COMMUNITY CHURCH DOWNHAM MARKET**

**INCOME AND EXPENDITURE ACCOUNT  
YEAR ENDED 31 MARCH 2024**

	Year ending 31 March 2024	Year ending 31 March 2023
<b>INCOMING RESOURCES</b>		
Giving - church	50,128.08	33,532.81
Giving - Kuffu	2,345.00	2,280.00
Missions other Kuffu Special)	715.00	1,465.00
Tax reclaimed (Gift Aid)	4,974.46	6,323.84
Special appeal	0.00	0
Interest received	70.80	5.65
<b>Total incoming resources</b>	<b>58,233.34</b>	<b>43,607.30</b>
	<b>0.00</b>	
<b>RESOURCES EXPENDED</b>		
Rent and electricity	2,824.19	2,423.40
Service costs	944.22	416.05
Miscellaneous	1,373.08	312.5
Missions Kuffu	4,690.00	5,245.00
Pastor's costs	35,800.00	33,970.00
Insurance	899.95	843.07
<b>Total resources expended</b>	<b>46,531.44</b>	<b>43,210.02</b>
<b>NET INCOME (EXPENDITURE)</b>	<b>11,701.90</b>	<b>397</b>

Approved by the Treasurer on behalf of the Trustees

Signed



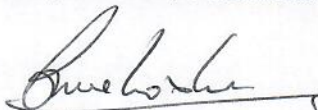
Jean Urquhart

Date

20/6/24

Approved by the Independent examiner

Signed



Bruce Loxley

Date

20/6/24



**GRACE COMMUNITY CHURCH DOWNHAM MARKET**

**BALANCE SHEET  
MARCH 2024**

	2024	2023
<b>CURRENT ASSETS</b>		
Current account	£5,647	£4,016
Deposit account	£16,076	£6,006
<b>NET ASSETS</b>	<b>£21,723</b>	<b>£10,021</b>

**FUNDS OF THE CHARITY**

Restricted and unrestricted funds	£21,723	£10,021
<b>TOTAL FUNDS</b>	<b>£21,723</b>	<b>£10,021</b>

Approved by the Treasurer on behalf of the Trustees

Signed



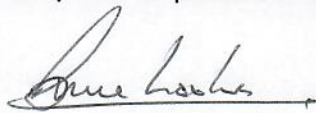
Jean Urquhart

Date

20/6/24

Approved by the Independent examiner

Signed



Bruce Loxley

Date

20/6/24