

Trustees' Annual Report & Accounts (Year End 31 March 2025)

Field	Detail
Document Title	Trustees' Annual Report & Accounts (FY 2024–2025)
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Master Reference	MORMPS V1.7 § 3.5
Effective Date	19 January 2026

Section 1: Reference and Administrative Details

Item	Detail
Charity Name	Grace Church Thame
Registered Charity Number	1124788
Principal Address	72 Roundhead Drive, Thame, Oxfordshire OX9 3DJ
Principal Bank	CAF Bank
Independent Examiner	AD Pottie & Co

Trustees Serving During the Year (01 April 2024 – 31 March 2025)

Name	Role	Date Appointed / Resigned
Anthony Taylor	Chair / Bookkeeper	12/03/2011
Jane Jubb	Trustee	16/10/2014
Aileen Stanley	Trustee	16/10/2014
David-John Williams	Trustee	08/03/2021

Current Trustees / Appointments Since Year-End

- Susan Layton (Appointed 11 November 2025) — Treasurer

Section 2: Structure, Governance, and Management

Governing Document

The charity operates under its **Trust Deed** adopted on **29 August 2007**.

Recruitment and Appointment of Trustees

Trustees are appointed by recommendation and by the existing Trustees as described in the Declaration of Trust. New Trustees are inducted using the Charity Commission's guidance and are provided with copies of the charity's key policies.

Trustee Induction and Training

All Trustees receive mandatory training on their legal responsibilities, the charity's **Conflicts of Interest Policy** and the **Financial Controls Policy**.

Risk Management

The Trustees confirm that a formal review of the major risks to which the charity is exposed is undertaken annually. Key risks managed include:

- **Safeguarding Compliance:** Risk of failure to maintain rigorous safeguarding standards in high-contact areas like Jigsaw and the CAP Debt Centre.
- **Volunteer Dependency:** Risk of service disruption due to high operational reliance on key volunteer leaders.
- **Financial Sustainability:** Risk of a substantial decline in voluntary income impacting the charity's ability to cover fixed operating costs and maintain its 3-month reserve target.

Section 3: Objectives and Activities

Charitable Objects

Grace Church Thame is committed to the **advancement of the Christian Faith** and to demonstrate the love of Christ in practical ways, including the **relief of poverty, sickness, hardship, and distress**, together with **education based on Christian principles**.

Public Benefit Statement

The Trustees confirm they have referred to the Charity Commission’s general guidance on public benefit when planning activities. Main activities include:

- Worship and prayer, teaching the gospel.
- Provision of pastoral care for the church family and local community.
- Mission and outreach work, including the **CAP Debt Centre** and **Jigsaw Babies and Toddlers** group.

Section 4: Achievements and Performance

Review of the Year

The 2024-2025 financial year focused on the **Discipleship Making Movement (DMM)** model, prioritising outreach and community engagement. Key milestones included **8 baptisms in September 2024**. Social welfare impact was maintained through the CAP Debt Centre (14 new clients) and Jigsaw (30 unique families weekly). Total volunteer commitment reached **1,300 hours**.

Key Statistics

Focus Area	Metric	Value	Impact
Spiritual Growth	Individuals baptised	8	Demonstrates deep spiritual commitment.
Community Service	Jigsaw (Avg Weekly)	30	Supports estimated 70+ local families.
Relief of Hardship	New CAP Clients	14	Intensive debt counselling provided.
Volunteering	Total Hours	1,300	Intensive commitment across core teams.

Section 5: Financial Review

Principal Funding Sources

Primary funding is voluntary income from members and regular attenders, largely through Gift Aid eligible donations.

Reserves Policy

The Trustees target holding **3 months** of unrestricted operating costs.

- **As of 31 March 2025**, free reserves (General Fund balance) stood at: **£2,237**.
- **Cash Balance:** The charity remains a going concern with a healthy cash balance of **£50,446**.

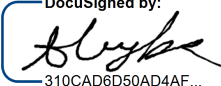
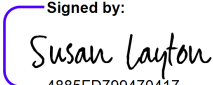
Investment Policy

All surplus funds are held in instant access, low-risk accounts with UK-regulated institutions (CAF Bank).

Section 6: Declaration

The Trustees declare that they have approved the Trustees' Annual Report above.

Signed on behalf of the charity's Trustees:

Name	Position	Signature	Date
Anthony Taylor	Chair	<div>DocuSigned by:  310CAD6D50AD4AF...</div>	20/1/2026
Susan Layton	Treasurer	<div>Signed by:  4885FD799470417...</div>	20/1/2026

Date of Approval: 19 January 2026

Section 7: Document Control

- **Document Status:** Draft for Approval
- **Prepared By:** Anthony Taylor
- **Filing Path:** TRUSTEES / 01_GOVERNANCE / 1.4 Statutory Reporting

GRACE CHURCH THAME

Registered Charity - 1124788

<u>Financial Statements</u> <u>Year Ended 31 March 2025</u>	<u>2024/25</u> <u>Totals</u> <u>£'s</u>	<u>2023/24</u> <u>Totals</u> <u>£'s</u>
<u>Summary of Balances</u>		
General Funds	2,237	6,068
Acts IV Fund	710	780
New Frontiers	51,398	47,236
TOTAL FUNDS	54,345	54,084

<u>Financial Statements</u> <u>Year Ended 31 March 2025</u>	<u>2024/25</u> <u>Totals</u> <u>£'s</u>	<u>2023/24</u> <u>Totals</u> <u>£'s</u>
CASH AT BANK		
CAFcash Bank	4,509	5,032
CAF Bank	45,759	44,688
Petty Cash	178	140
TOTAL FUNDS	50,446	49,860
Manse Loan	5,000	5,000
Accounts Receivable	-	-
Accounts Payable	(1,101)	(776)
TOTAL NET ASSETS	54,345	54,084

<u>GRACE CHURCH THAME</u>		
<u>Registered Charity 1124788</u>		
<u>General Funds</u>		
<u>Income</u>		
Offerings	37,458	36,326
Gift Aid Tax Recovered	10,168	8,774
Other Income	3,922	3,950
Interest Received	1,096	990
Grant	600	-
	53,244	50,039
<u>Expenditure</u>		
Staff Costs	33,698	32,220
Working Expenses – lead elder	427	346
Manse - Council Tax/Rates etc.	3,024	3,012
Insurances	459	419
Premises Hire	5,381	4,650
Training/Conferences	1,334	225
Stationery	117	385
Sunday Mornings	1,550	1,420
Outreach/Publicity	326	140
Jigsaw	2,461	1,453
Mission Support	1,350	2,368
Travel Exp	224	56
Visiting Speakers / locums	-	100
Catalyst gift & festival costs	2,300	2,400
PA/Tape/Music	60	203
Fund Raising & Governance cost	630	761
	53,341	50,159
Net Income/(Expenditure)	(97)	(120)
Net Transfer to Restricted Funds	(3,735)	(3,751)
Balance B/fwd	6,068	9,940
Balance C/fwd	2,237	6,068