

**Registered Charity number 1127744**

## **St Paul's Methodist Church, Crawley**

**Report of the Trustees and Unaudited Financial Statements  
for the Year Ended 31 August 2020**

# **St Paul's Methodist Church, Crawley**

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# St Paul's Methodist Church, Crawley

## REFERENCE AND ADMINISTRATIVE DETAILS

Year Ended 31 August 2020

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**Minister:** Rev Ralph Ward

**Trustees:** Rev F. Al-Hassan  
Mrs J. Bower  
Mr M. Bower  
Mrs A. Brown  
Mrs V. Collins  
Rev M. Cooke  
Mrs Y. Ellard  
Mrs D. Ford  
Mrs S. Ford  
Mrs B. Gillet  
Mr R. Gorringer  
Mrs E. Grant  
Mrs S. Jones  
Dr B. Jones  
Mrs J. Jordan  
Mr P. Jordan  
Ms R. Lewis  
Mrs J. Mason  
Rev C. McKie  
Mrs C. Ofield  
Mr M. Ofield  
Mr G. Ridgway  
Rev R. Ward

**Full name of the Church:** St Paul's Methodist Church

**Alternative name:** Crawley Methodist Church

**Registered Charity Number:** 1127744

**Principal address** St Paul's Methodist Church, Woodfield Road,  
Northgate, Crawley, West Sussex, RH10 8ER

**Independent examiner:** Yvette How MAAT

**Investment Bankers:** Central Finance Board of the Methodist Church

# St Paul's Methodist Church, Crawley

## REPORT OF THE TRUSTEES

Year Ended 31 August 2020

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The Trustees submit their annual report and unaudited financial statements for the year ended 31-August 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) as amended by the update bulletin (effective 1 January 2015).

## Objectives and Activities

### Objectives

St Paul's Methodist Church Mission is to: Unite in Faith, Worship in Faith, Grow in Faith, Share the Good News, Make Disciples, and Serve in Love.

*Note: 'Faith' refers to the Christian faith and Good News' refers to the Gospel of Jesus Christ.*

The Church also supports and contributes to the purposes of the Methodist Church which are the advancement of:

- a) The Christian faith in accordance with the doctrinal standards and discipline of The Methodist Church;
- b) Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church;
- c) Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church;
- d) Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church.

### Activities

The activities of St Paul's Methodist Church are designed to meet the objectives of the mission statement and, by doing so, to benefit its members, its congregation and the wider public, by supporting Christians as they seek to worship God and to live out their faith, by sharing the Christian message, by helping those in need, and by working for social justice. A list of the main, regular activities is given below. This list does not include one-off special events. For a fuller description of the activities, please see the church website: [www.crawleymethodistchurch.com](http://www.crawleymethodistchurch.com)

#### Activities List

Sunday Worship Services	Choir
Messy Church	Prayer Meetings
Tea Services	Loaves and Fishes (Community Café)
House Groups	Pastoral Visiting
Fellowship Groups	Friary Lunches
Women's Fellowship	Flower Ministry
Kings' Kids and King's Teens	Community Use of the Building
Performing Arts Project	Fund Raising for others
Young Peoples' Singing Group	

# **St Paul's Methodist Church, Crawley**

## **REPORT OF THE TRUSTEES**

**Year Ended 31 August 2020**

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### **Public Benefit**

The trustees have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives in planning its future activities. In particular, they have considered how planned activities will contribute to the aims and objectives they have set.

### **Achievements and Performance**

#### **Senior Steward's report**

The first half of this year continued in positive and encouraging ways. Attendance at services averaged around 70 as in the previous year. Music plays an important part in our services with new hymns and songs being introduced to the congregation by the choir and the Young People's Singing Group, both of which continued to flourish. Children and young people are actively involved in our worship through singing, reading the bible and organising monthly collections of loose change from the congregation which contributes to the church building fund.

Sadly, we recognised that our monthly Messy Church sessions would have to cease. Most of the volunteer leaders and helpers were in their 70s and 80s and increasing ill-health and infirmity meant that we could no longer run the sessions. With insufficient younger volunteers coming forward to continue Messy Church, monthly informal afternoon services were introduced in February with family-based Messy Church style activities, a short worship session and tea for all. In March this took the form of a concert involving the Performing Arts Project, Young People's Singing Group and choir. It was followed by worship led by our minister and was very well received by the congregation.

The Friday evening Performing Arts Project continued to offer instrumental and singing lessons and expanded its activities with a course on the effective use of the speaking voice aimed at people presenting the bible readings during Sunday services and taking part in dramatic performances. This group performed a short drama on Advent Sunday. Another new course on lighting techniques was also started. We began to see successful outcomes; an adult student learning to play drums became the regular drummer with the worship band on Sundays, the Young People's Singing Group was invited to perform at Horley Methodist Church's Christmas Tree Festival, parents waiting for their children during the activities got to know each other better and enjoyed playing badminton and table tennis together in the sports hall. Some new volunteers came to help supervise the youngest children and themselves appreciated the Christian fellowship on offer on Friday evenings at St Paul's.

Room lettings and the Loaves and Fishes café continued to bring the local community onto the premises so fulfilling our promise to serve our community in Christian love and share the Gospel of Christ. Both activities contributed significantly to the finances of the church until they ceased when the Coronavirus lockdown was imposed in March.

Monthly Coffee Stops were held from September 2019 until February 2020 to raise funds for various national and local charities.

Sunday lunches for people in need have for many years been catered by a team from St Paul's at the Friary in Crawley town centre on the second Sunday of alternate months serving about 40 people at each session. Unfortunately, the Friary had to stop providing premises for these meals so this outreach activity has ceased.

# **St Paul's Methodist Church, Crawley**

## **REPORT OF THE TRUSTEES**

**Year Ended 31 August 2020**

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Action for Children and Methodist Homes have been supported by St Paul's for many years. From September-December 2019, £621.09 was raised for Action for Children and £217.30 for Methodist Homes.

The 15th of March saw our last service in the church before the Coronavirus lockdown was imposed and the building was closed down. Our congregation badly missed celebrating Mother's Day on 22nd March and later the traditional Easter services. From 22<sup>nd</sup> March Rev Ralph Ward began delivering services, live-streamed on Facebook, to the congregations of St Paul's and the other church in his care, Trinity Church, East Grinstead. He also streamed Bible studies from his home on Wednesday afternoons. Both very successfully attracted viewers from the regular congregations and from wider afield. These initiatives, along with a new weekly newsletter sent by email and social media to the congregation, with paper copies posted to members without internet access, and many contacts between church members by phone and email, successfully kept the church community informed, supported and connected together during this most difficult of times.

Joyce Jordan, St Paul's Senior Steward

## **Financial Review**

### **Overview**

The year began well with better than predicted income and on-target expenditure in mission critical areas. This continued until March when the Corona virus pandemic started to have a major impact on the Church finances. The Church building was closed, and all the normal Church activities were cancelled, from the start of the lockdown in March and throughout the remainder of the financial year. This situation reduced both income and expenditure and the outcome was an end of year surplus of £3,300 in the General Fund and a surplus of £4,507 in designated funds.

The Church was able to use the closure as an opportunity to carry out several building repair, redecoration, and refurbishment projects. Some of these projects made parts of the building unusable while the work was in progress and would have resulted in loss of lettings income if the building had been open.

A legacy of £418,438 was received in November, which will enable the Church to repair the Sanctuary roof and carry out major refurbishments to the building. Thus, the legacy puts the Church in a much stronger position in terms of its long-term viability in the current building.

The next financial year may prove more challenging as the Church begins to reopen and return to normality. During a full closure, when all activities cease and the building is closed, the loss of income and the saving in expenditure tend to balance out. However, when the building re-opens and activities resume, the income generated may not cover the costs incurred. This will depend on the extent to which the Coronavirus pandemic, and the measures to control it, affect income streams such as lettings, the Loaves and Fishes Café, and donations made at services. However, the end of year surplus leaves the Church with healthy reserves and in a strong position to cope with the challenges ahead.

The declining trend in active membership remains an issue and if it is not reversed, income from pledges, offerings and donations will continue to drop and the Church will have a shortage of volunteers to run the mission critical activities. The Church's highest priority is to grow the church by sharing the gospel and making disciples.

# **St Paul's Methodist Church, Crawley**

## **REPORT OF THE TRUSTEES**

**Year Ended 31 August 2020**

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### **Income and Expenditure**

Most of the Church's income is from Pledges, Offerings and Donations, and from Property Lettings.

Pledges are normally paid by bank standing order or by enclosing cash or cheque in a pledge envelope and putting this into the collection made at services. It was helpful that some people switched from envelopes to standing order during the closure. However, there remained an overall loss of pledge income because some envelope pledges were not received. There were no loose cash offerings during the closure. The General Fund total from Pledges and Offerings was £3,377 less than the previous year and £2,936 below the budget prediction.

Income from lettings was very promising in the period prior to the closure and well above budget predictions. Lettings stopped during the closure and this resulted in a significant loss of income. The income from lettings was £6,198 less than the previous year and £6,105 below the budget prediction. Without the excellent early performance, the loss of lettings income would have been much greater. The strategy of maximising lettings income to strengthen the financial position, which has been pursued in recent years, has put the Church in a much better position to withstand the financial impact of the pandemic.

The Loaves and Fishes Café was not operational during the closure and this reduced both the yearly income and expenditure. The Café gross surplus was £1,691 less than the previous year and £1,084 below the budget prediction. The Café expenditure shown in the accounts does not include the cleaning and the energy and other utility costs of running the Café, but the surplus was sufficient to cover these additional costs.

Most of the expenditure is incurred on the Circuit Assessment (used by the Circuit to pay Ministers' stipends and related costs, and to pay the District Assessment); the costs of running the Church building (maintenance, cleaning and lettings salaries, energy and other utilities, etc.) and the costs of running the Church's activities.

Circuit Assessment and building maintenance expenditure was in line with budget predictions. Expenditure on cleaning and lettings salaries were reduced through furloughing under the Government scheme. There were also significant savings on energy and other utility costs during the period in which the building was not in use.

Overall, General Fund income was £18,563 less than the previous year and £11,358 below the budget prediction and General Fund expenditure was £13,937 less than the previous year and £14,568 below the budget prediction. The impact of the Coronavirus was the cause of these significant variations.

At the end of the year there was a General Fund surplus of £3,300, which was £3,210 above the budget prediction and £4,626 less than the previous year.

### **Assets**

No new assets were added during the financial year. The building has been revalued in accordance with the accounting policy.

### **Funds and Reserves**

The General Fund reserves of the Church (i.e. the net current General Fund assets) at 31<sup>st</sup> August 2020 were £73,504., which is in line with the reserves policy.

At 31<sup>st</sup> August 2020 the total net current assets of all the Church funds was £515,908 and the total of all the Church funds (i.e. including fixed assets) was £4,976,386.

## **Going Concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

## **Future Plans**

We plan to worship and serve God, and to share His love with the community, by continuing to pursue the vision expressed in our mission statement.

Our priorities for the year ahead include church growth, fellowship, human resources, and building improvements to our building.

Our aim is to:

- grow the church by sharing the gospel and making disciples
- engage more people in fellowship based on Bible study, prayer, mutual support and encouragement
- address our growing shortage of human resources
- make our buildings fit for purpose

We are seeking to follow where the Holy Spirit leads and at this stage we plan to pursue the following strategies:

- promote more widely all that St Paul's offers through a variety of advertising media and methods including social media and invitation by the congregation.
- make worship more accessible, welcoming, relevant and engaging, particularly for those who are unfamiliar with Church
- expand and enhance the provision for children and young people
- expand and extend the Performing Arts project
- expand and enhance the Fellowship Groups and further develop fellowship and pastoral support
- maximise human resources by prioritising, recruiting, succession planning
- replace the Sanctuary roof
- refurbish the Sanctuary and other parts of our building

We also plan to continue running all the activities listed in the activities section of this report.



# **St Paul's Methodist Church, Crawley**

## **REPORT OF THE TRUSTEES**

**Year Ended 31 August 2020**

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### **Structure, Governance and Management**

The governing document for the church is the Deed of Union (1932) and Methodist Church Act (1976)

Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church (CPD) by order of the annual conference.

The members of St Paul's Methodist Church Council are the Charity Trustees, membership being made up of church office holders, Minister, and representatives appointed by the Church at the General Church Meeting (the Church's Annual General Meeting).

Day to day management of the church is undertaken by the Church Leadership Team together with the Minister. The Leadership Team is appointed by the Church Council.

A Finance Scrutiny Committee appointed by the Leadership Team, including at least two members from outside the Leadership Team, carried out in-depth scrutiny of the church finances.

### **Basis of preparation and legal framework**

The Charity's annual report and accounts for the year ended 31 August 2020 have been prepared in accordance with the Charities Act 2011 and the Charities: Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard (FRSSE) 2015

### **Trustee Training**

A range of guidance produced by Methodist Connexion to support the effective running of the church and the role of Trustees is given to the Church Trustees at various meetings and / or training sessions.

### **Related Parties**

The Church is part of the Redhill and East Grinstead Circuit which is part of the South East District and is also accountable to the Methodist Conference.

The internal organisation(s) linked to this church are:

St Paul's Methodist Church Women's Fellowship

### **Risk Management**

The major risks have been identified and recorded by the Trustees with professional advice taken as required. There is a regular annual review process undertaken and recorded.

Income and Expenditure is being monitored in total and is compared with the approved annual budget on a quarter yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

### **Safeguarding**

St Paul's 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.

St Paul's Methodist Church commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

## **St Paul's Methodist Church, Crawley**

### **REPORT OF THE TRUSTEES**

**Year Ended 31 August 2020**

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#### **Reserves Policy**

The General Reserves Policy for the Church is to hold a minimum sum equivalent to 6 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on the church building and / or to be able to continue, in the short term, funding planned activities in the event of any inability to raise the full expenses including the assessment payable to the Circuit.

#### **Investment Policy**

A low risk liquid position is maintained. The Deposit Fund administered by the Central Finance Board of the Methodist Church is utilised to deposit any funds surplus to immediate requirements.

#### **Exemptions from Disclosure**

There are no exemptions from disclosure.

#### **Funds held as custodian trustee on behalf of others**

The Church holds no funds as a custodian trustee on behalf of others.

# St Paul's Methodist Church, Crawley

## STATEMENT OF FINANCIAL ACTIVITY

Year Ended 31 August 2020

	Notes	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>						
Donations and legacies	4					
Pledges and offerings		47,164	—	—	47,164	50,561
Donations		2,170	3,050	—	5,220	7,247
Gift Aid tax refunds		11,227	800	—	12,027	11,757
Legacies		—	—	418,438	418,438	—
Income from charitable activities	5					
Fund raising		27	162	—	188	390
Loaves and Fishes		4,849	—	—	4,849	7,591
Traidcraft		—	—	—	—	850
Other charitable activities		312	—	—	312	631
Other trading activities	6					
Lettings		33,895	—	—	33,895	40,093
Investments	7	448	185	2,373	3,006	529
Other income	8					
Internal organisations		—	551	—	551	807
Miscellaneous income		—	—	—	—	510
<b>Total income</b>		<b>100,092</b>	<b>4,747</b>	<b>420,811</b>	<b>525,650</b>	<b>120,965</b>
<b>Expenditure on:</b>						
Salaries, NIC and pension costs	9	12,219	—	—	12,219	14,101
Circuit Assessment		39,000	—	—	39,000	42,500
Maintenance of Church buildings & property	12	24,257	—	11,320	35,577	23,223
Utilities (insurance, energy, water, etc)	13	11,811	—	—	11,811	12,749
Internal Organisations		—	240	—	240	484
Grants and Donations	14	90	—	—	90	465
Loaves and Fishes		1,433	—	—	1,433	2,484
Traidcraft		—	—	—	—	850
Other expenditure	15	7,982	—	—	7,982	14,478
<b>Total expenditure</b>		<b>96,792</b>	<b>240</b>	<b>11,320</b>	<b>108,352</b>	<b>111,332</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>3,300</b>	<b>4,507</b>	<b>409,491</b>	<b>417,298</b>	<b>9,632</b>
<b>Transfers</b>						
Gross transfers between funds - in		—	—	—	—	500
Gross transfers between funds - out		—	—	—	—	(500)
<b>Other recognised gains / losses</b>						
Gains / losses on investment assets	16	113,044	—	—	113,044	183,230
Gains on revaluation, fixed assets, charity's own use		—	—	—	—	—
<b>Net movement in funds</b>		<b>116,344</b>	<b>4,507</b>	<b>409,491</b>	<b>530,342</b>	<b>192,862</b>
<b>Reconciliation of funds</b>						
<b>Total funds brought forward</b>		<b>4,417,638</b>	<b>28,406</b>	<b>—</b>	<b>4,446,044</b>	<b>4,253,181</b>
<b>Total funds carried forward</b>		<b>4,533,982</b>	<b>32,913</b>	<b>409,491</b>	<b>4,976,386</b>	<b>4,446,044</b>

Note: Components may not sum to totals because of rounding to the nearest pound

# St Paul's Methodist Church, Crawley

## BALANCE SHEET

Year Ended 31 August 2020

	Notes	General Fund	Designated Funds	Restricted Funds	At 31/08/2020	At 31/08/2019
					£	£
<b>Fixed assets</b>						
Tangible assets	16	4,460,478	—	—	4,460,478	4,347,434
<b>Fixed assets</b>		<b>4,460,478</b>	<b>—</b>	<b>—</b>	<b>4,460,478</b>	<b>4,347,434</b>
<b>Current assets</b>						
Debtors	17	1,193	—	—	1,193	11,105
Cash at bank and in hand	17	69,269	32,913	415,370	517,552	92,325
<b>Current assets</b>		<b>70,462</b>	<b>32,913</b>	<b>415,370</b>	<b>518,745</b>	<b>103,429</b>
<b>Liabilities</b>						
Creditors: Amounts falling due in one year	18	(3,042)	—	5,878	2,837	4,819
<b>Net current assets less current liabilities</b>		<b>73,504</b>	<b>32,913</b>	<b>409,491</b>	<b>515,908</b>	<b>98,610</b>
<b>Total assets less current liabilities</b>		<b>4,533,982</b>	<b>32,913</b>	<b>409,491</b>	<b>4,976,386</b>	<b>4,446,044</b>
<b>Total net assets less liabilities</b>		<b>4,533,982</b>	<b>32,913</b>	<b>409,491</b>	<b>4,976,386</b>	<b>4,446,044</b>
<b>Represented by</b>	21					
<b>Unrestricted</b>						
Unrestricted - General fund		4,533,982	—	—	4,533,982	4,417,638
<b>Designated</b>						
Designated - Hymn Book Fund		—	100	—	100	100
Designated - Outreach Hospitality		—	510	—	510	510
Designated - Redevelopment & Refurbishment		—	31,829	—	31,829	27,651
Designated - Benevolence		—	28	—	28	11
Designated - WF - Internal Organisation		—	446	—	446	135
<b>Restricted</b>						
Restricted - Redevelopment & Refurbishment		—	—	409,491	409,491	—
<b>Funds of the church</b>		<b>4,533,982</b>	<b>32,913</b>	<b>409,491</b>	<b>4,976,386</b>	<b>4,446,044</b>

Note: Components may not sum to totals because of rounding to the nearest pound

**St Paul's Methodist Church, Crawley**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**Year Ended 31 August 2020**

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*In the following notes the components of tables may not sum to totals because of rounding to the nearest pound*

**1. Basis of accounting**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2015 version of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) as amended by the update bulletin (effective 1 January 2015).

**2. Funds**

The funds held constitute: General Funds held for any purpose of the Church which are Unrestricted. Restricted funds which are held for a narrower purpose including those for internal organisations. Details of each material fund are disclosed in note 21. Any funds may be represented by more than just cash.

**3. Accounting policies**

**Basis**

These accounts have been prepared on the basis of historical cost, except that investments are shown at their market value at the end of the year, on the accruals basis to show a true and fair view of the Church's financial position and activities.

**Income**

Income is included in the Statement of Financial Activities (SOFA) when the Church becomes entitled to the resources, and the trustees are reasonably certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

**Expenditure**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Church to pay out resources.

**Grants**

Grants made by the Church from its own funds are recognised in full at the time of agreement or when the Church accepts that there is a legal or operational obligation to make the payment.

**VAT**

Since the Church is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Church**

These are capitalised if they can be used for more than one year, and individually cost at least £1,000. The freehold property is shown at cost, based on the insurer's valuation.

# St Paul's Methodist Church, Crawley

## NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 August 2020

### Depreciation

Assets having an initial cost of £1,000 or less are written off in full in the year of acquisition.

Furniture and Fittings of a durable nature having an initial cost greater than £1,000 are depreciated at the rate of 10% per annum on a straight-line basis. Computer and Electronic equipment having an initial cost greater than £1,000 are depreciated at 25% per annum on a straight-line basis.

### Investment Properties

Investment properties - no property is currently deemed to not be held for the long-term purposes of the charity.

### Investments

Investments are valued in the balance sheet at market value at the year end. Investment income is included in the accounts when receivable. Any gains or losses on revaluation at the year-end are shown in the SOFA.

### Debtors and Prepayments

Debtors include outstanding lettings invoices in August.

### Creditors

Creditors include outstanding items relating to utilities, telephones, etc. in August.

### Volunteers

A certain amount of time is expended on the charity's activities, which is donated free of charge. It is not possible to quantify the value of time given and accordingly it is neither recorded as donated income or as expense in the financial statement.

## 4. Donations and legacies

	Unrestricted	Designated	Restricted	This year	Last year
Envelope Scheme - Pledges	45,428	—	—	45,428	48,365
Offering - Loose Cash	1,737	—	—	1,737	2,196
Donations	1,945	3,050	—	4,995	6,322
Contributions From Ext Orgs	225	—	—	225	925
Tax Reclaimed On Gift Aid	11,227	800	—	12,027	11,757
Legacies	—	—	418,438	418,438	—
<b>Donations and legacies Totals</b>	<b>60,561</b>	<b>3,850</b>	<b>418,438</b>	<b>482,849</b>	<b>69,565</b>

## 5. Charitable activities

Other Fund Raising	27	162	—	188	390
Loaves & Fishes	4,849	—	—	4,849	7,591
Traidcraft Sales	—	—	—	—	850
Catering	80	—	—	80	160
Fees - Weddings, Funerals etc	—	—	—	—	60
Refreshments At Services	232	—	—	232	411
<b>Income from charitable activities Totals</b>	<b>5,188</b>	<b>162</b>	<b>—</b>	<b>5,349</b>	<b>9,462</b>

**St Paul's Methodist Church, Crawley**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**Year Ended 31 August 2020**

## 6. Other trading activities

	Unrestricted	Designated	Restricted	This year	Last year
Property Lettings	33,895	—	—	33,895	40,093
<b>Other trading activities Totals</b>	33,895	—	—	33,895	40,093

## 7. Investment income

	Unrestricted	Designated	Restricted	This year	Last year
CFB General Dep a/c Interest	448	—	—	448	354
CFB Redev Dep a/c Interest	—	185	—	185	48
CFB Project Dep a/c Interest	—	—	2,373	2,373	128
<b>Investments Totals</b>	448	185	2,373	3,006	529

The Church holds three interest-bearing Methodist Church Central Finance Board (CFB) deposit accounts

1. **CFB General Deposit Account:** used primarily to hold on deposit General and Benevolence funds that are not immediately required.
2. **CFB Redevelopment Deposit Account:** used to hold on deposit Redevelopment and Refurbishment designated funds until they are required
3. **CFB Project Deposit Account:** used to hold on deposit the Redevelopment and Refurbishment restricted funds until they are required.

## 8. Other income

	Unrestricted	Designated	Restricted	This year	Last year
Donations - Internal Organisations	—	—	—	—	250
Income - Internal Organisations	—	551	—	551	557
Miscellaneous Income	—	—	—	—	510
<b>Other income Totals</b>	—	551	—	551	1,317

## 9. Paid employees

	Unrestricted	Designated	Restricted	This year	Last year
Salaries - Cleaners	7,400	—	—	7,400	9,157
Salaries - Lettings	4,819	—	—	4,819	3,790
Salaries - L&F Cleaners	—	—	—	—	1,154
<b>Salaries, NIC and pension costs Totals</b>	12,219	—	—	12,219	14,101

The Church has two part-time paid employees and the average salary is £6,110 per annum.

**St Paul's Methodist Church, Crawley**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31 August 2020**

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## 10. Paid trustees

Vanessa Collins, Trustee, is employed as a cleaner and was paid £5,869 during the 2019-20 financial year

## 11. Fees for examination or audit of the accounts

2018-19	Independent Examination Fee	£275
2019-20	Independent Examination Fee	£325 (provision)

## 12. Maintenance of Church buildings and property

	Unrestricted	Designated	Restricted	This year	Last year
Property Maintenance	18,965	—	3,345	22,310	19,097
Property Redevelopment	—	—	5,475	5,475	—
Grounds Maintenance	3,219	—	2,500	5,719	2,565
Window Cleaning	882	—	—	882	795
Cleaning Materials	1,191	—	—	1,191	716
Cleaning	—	—	—	—	50
<b>Maintenance of Church buildings and property Totals</b>	<b>24,257</b>	<b>—</b>	<b>11,320</b>	<b>35,577</b>	<b>23,223</b>

## 13. Utilities

	Unrestricted	Designated	Restricted	This year	Last year
Gas	2,945	—	—	2,945	3,721
Electricity	1,572	—	—	1,572	2,626
Water	701	—	—	701	833
Waste Disposal	823	—	—	823	1,010
Telephone and Broadband	608	—	—	608	410
Insurance	5,162	—	—	5,162	4,148
<b>Utilities (insurance, energy, water, etc) Totals</b>	<b>11,811</b>	<b>—</b>	<b>—</b>	<b>11,811</b>	<b>12,749</b>

## 14. Grants and donations

	Unrestricted	Designated	Restricted	This year	Last year
Gifts & Donations	20	—	—	20	—
Benevolence - Disbursements	70	—	—	70	465
<b>Grants and Donations Totals</b>	<b>90</b>	<b>—</b>	<b>—</b>	<b>90</b>	<b>465</b>



**St Paul's Methodist Church, Crawley**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**Year Ended 31 August 2020**

## 15. Other expenditure

	Unrestricted	Designated	Restricted	This year	Last year
Worship Resources	1,527	—	—	1,527	7,079
Presentation Bibles, Candles	—	—	—	—	13
Choir Expenses	144	—	—	144	82
Printing & Stationery	317	—	—	317	399
Junior Church & Youth	(94)	—	—	(94)	817
Performing Arts Project	2,233	—	—	2,233	—
Benevolence - Friary lunches	128	—	—	128	308
Other Catering Expenses	—	—	—	—	148
Publicity & Church Growth	22	—	—	22	2,604
Publicity	295	—	—	295	—
Messy Church	513	—	—	513	1,171
Church Growth	1,431	—	—	1,431	—
Web Site development	193	—	—	193	191
Property Letting Expenses	787	—	—	787	1,127
Miscellaneous Expenses	111	—	—	111	74
Treasurer/Stewardship	75	—	—	75	75
Professional Fees	300	—	—	300	345
Visiting Preacher Expenses	—	—	—	—	46
<b>Other expenditure Totals</b>	<b>7,982</b>	<b>—</b>	<b>—</b>	<b>7,982</b>	<b>14,478</b>

## 16. Tangible assets

### This Year (2019-2020)

	Church (non-investment) land and buildings	Fixtures, fittings, and Equipment	Total
	£	£	£
<b>Cost or valuation</b>			
At beginning of the year	4,347,434	-	4,347,434
Additions	-	-	-
Disposals	-	-	-
Revaluations	113,044	-	113,044
Transfers	-	-	-
<b>At end of the year</b>	<b>4,460,478</b>	<b>-</b>	<b>4,460,478</b>
<b>Depreciation and impairments</b>			
At beginning of the year	-	-	-
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
Transfers	-	-	-
<b>At end of the year</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net book value at beginning of the year	4,347,434	-	4,347,434
<b>Net book value at end of the year</b>	<b>4,460,478</b>	<b>-</b>	<b>4,460,478</b>

**St Paul's Methodist Church, Crawley**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31 August 2020**

**Previous Year (2018-2019)**

	Church (non-investment) land and buildings	Fixtures, fittings, and Equipment	Total
	£	£	£
<b>Cost or valuation</b>			
At beginning of the year	4,164,204	-	4,164,204
Additions	-	-	-
Disposals	-	-	-
Revaluations	183,230	-	183,230
Transfers	-	-	-
<b>At end of the year</b>	<b>4,347,434</b>	<b>-</b>	<b>4,347,434</b>
<b>Depreciation and impairments</b>			
At beginning of the year	-	-	-
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
Transfers	-	-	-
<b>At end of the year</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net book value at beginning of the year	4,164,204	-	4,164,204
<b>Net book value at end of the year</b>	<b>4,347,434</b>	<b>-</b>	<b>4,347,434</b>

**17. Analysis of current assets**

<b>Debtors and prepayments</b>	<b>This year</b>	<b>Last year</b>
Prepayments	543	4,568
Accrued income	(582)	6,536
Other debtors	1,231	-
<b>Total debtors and prepayments</b>	<b>1,193</b>	<b>11,104</b>
<b>Analysis of cash at bank</b>	<b>This year</b>	<b>Last year</b>
Bank balance held in HSBC Bank	10,593	8,194
Bank balance held in CFB	506,513	83,996
Bank balance held in Nationwide Bank	446	135
<b>Total Cash at Bank</b>	<b>517,552</b>	<b>92,325</b>

**St Paul's Methodist Church, Crawley**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**Year Ended 31 August 2020**

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**18. Analysis of current liabilities and long-term creditors**

<i>Current Liabilities</i>	<b>This year</b>	<b>Last year</b>
Trade Creditors	2,634	4,468
Other Creditors	202	351
<b>Total Current Liabilities</b>	<b>2,837</b>	<b>4,819</b>

**19. Capital commitments and contingent liabilities**

At the 31st August 2020 the Church has no capital commitments. No Contingent liabilities were identified at 31st August 2020.

**20. Loans and creditors due after one year**

There were no creditors due after one year in the financial year 2020-2021.

**21. Detailed analysis of individual fund movements**

*Unrestricted funds*

**General Fund:** for the running costs of the Church and the Church building, including the Church activities, the Circuit Assessment and any costs not covered by the other funds.

*Designated funds*

**Hymn Book Fund:** for replacing and/or updating hymn books.

**Redevelopment & Refurbishment Fund:** for redeveloping and refurbishing the Church buildings and resources.

**Benevolence Fund:** for disbursements to those in need and support for those in poverty.

**Outreach Hospitality Fund:** for funding refreshments and other hospitality expenses for outreach events and activities.

**Women's Fellowship Fund:** for running the Women's Fellowship, which is an internal organisation.

*Restricted funds*

**Redevelopment & Refurbishment Fund:** for redeveloping and refurbishing the Church buildings. All donations given specifically for the purpose of this fund, and any proceeds from fundraising specifically advertised as raising money for this purpose, are placed in this fund. It complements the identically named designated fund above.

**St Paul's Methodist Church, Crawley**

**NOTES TO THE FINANCIAL STATEMENTS**

**Year Ended 31 August 2020**

**This Year (2019-2020)**

Fund and type	Fund balances brought	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
<b>Unrestricted</b>						
General	4,417,638	100,092	96,792	—	113,044	4,533,982
<b>Sub-totals</b>	<b>4,417,638</b>	<b>100,092</b>	<b>96,792</b>	<b>—</b>	<b>113,044</b>	<b>4,533,982</b>
<b>Designated</b>						
Hymn Book Fund	100	—	—	—	—	100
Outreach Hospitality Fund	510	—	—	—	—	510
Redevelopment & Refurbishment Fund	27,651	4,178	—	—	—	31,829
Benevolence Fund	11	18	—	—	—	28
Womens' Fellowship Fund	135	551	240	—	—	446
<b>Sub-totals</b>	<b>28,406</b>	<b>4,747</b>	<b>240</b>	<b>—</b>	<b>—</b>	<b>32,913</b>
<b>Restricted</b>						
Redevelopment & Refurbishment Fund	—	420,811	11,320	—	—	409,491
<b>Sub-totals</b>	<b>—</b>	<b>420,811</b>	<b>11,320</b>	<b>—</b>	<b>—</b>	<b>409,491</b>
<b>Totals</b>	<b>4,446,044</b>	<b>525,650</b>	<b>108,352</b>	<b>—</b>	<b>113,044</b>	<b>4,976,386</b>

**Previous Year (2018-2019)**

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
<b>Unrestricted</b>						
General fund	4,226,982	118,655	110,729	(500)	183,230	4,417,638
<b>Sub-totals</b>	<b>4,226,982</b>	<b>118,655</b>	<b>110,729</b>	<b>(500)</b>	<b>183,230</b>	<b>4,417,638</b>
<b>Designated</b>						
Hymn Book fund	100	—	—	—	—	100
Outreach Hospitality fund	—	510	—	—	—	510
Redevelopment & Refurbishment fund	25,918	1,233	—	500	—	27,651
Benevolence fund	101	30	120	—	—	11
Women's Fellowship fund	81	537	484	—	—	135
<b>Sub-totals</b>	<b>26,200</b>	<b>2,310</b>	<b>604</b>	<b>500</b>	<b>—</b>	<b>28,406</b>
<b>Restricted</b>						
Redevelopment & Refurbishment fund	—	—	—	—	—	—
<b>Sub-totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Totals</b>	<b>4,253,181</b>	<b>120,965</b>	<b>111,332</b>	<b>—</b>	<b>183,230</b>	<b>4,446,044</b>

**St Paul's Methodist Church, Crawley**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**Year Ended 31 August 2020**

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**22. Related party transactions**

Name of related party	Relationship	Description of transaction	Payments to related party during the year £	Value of gifts to related party during the year £
Redhill and East Grinstead Methodist Circuit	Methodist Church	Payment of Circuit Assessment	39,000	-
<b><i>Total Related Party Transactions</i></b>			<b>39,000</b>	<b>-</b>

**23. Donations**

Donations made to other organisations by the Church from Church funds or from Internal Organisation funds which are not itemised elsewhere.

There were none made this year.

**24. Events after the reporting period**

There were no reportable events after the reporting period.

## **St Paul's Methodist Church, Crawley**

### **DECLARATION**

**Year Ended 31 August 2020**

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This Report of the Trustees and these Financial Statements were approved by the Church Council on 2<sup>nd</sup> March 2021 and signed on behalf of the Church Council by

*Signature:*

A handwritten signature in black ink, appearing to read 'R. Ward', with a long horizontal flourish extending to the right.

*Name:* Rev Ralph Ward

**St Paul's Methodist Church, Crawley**  
**INDEPENDENT EXAMINER'S REPORT**  
**To the Trustees of St Paul's Methodist Church**

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This Report is on the Church Accounts for the year ended 31<sup>st</sup> August 2020

**Respective responsibilities of Trustees and Examiner**

The Church's trustees are responsible for the preparation of the accounts. The Church's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (effective January 2015) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011;
- to follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities act; and
- to state 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 Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

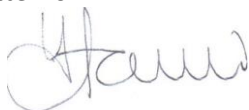
**Independent Examiner's Statement**

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 130 of the Charities Act 2011.
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

Name: Yvette How MAAT

Signature:



Relevant Professional qualification or body: MAAT

Address: 6 Frailey Close, Maybury, Woking, GU22 8EB

Date: 15<sup>th</sup> June 2021