



# Trustees' Annual Report for the period

Period start date  
 From 1 SEPT 2019 To 31 Aug 2020

## Section A Reference and administration details

Charity name Caversham eights Methodist Church

Other names charity is known by

Registered charity number (if any) 1127822

Charity's principal address 74 Highmoor Road

Caversham Heights

Reading

Postcode RG4 7BG

### 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	Rev Martin Beukes	Chair		Ex Officio
2	Rev D G Jenkins			Ex Officio
3	Mr D E Cliffe	Secretary		Ex Officio
4	Mr P H Boardley	Treasurer		Ex Officio
5	Mr A Harland	Circuit Steward		Ex Officio
6	Mrs M Ellison	Senior Steward		Ex Officio
7	Mrs J Talbot	Steward		Ex Officio
8	Mr C M Hinks	Steward		Ex Officio
9	Mr I Pollard	Steward		Ex Officio
10	Mrs C Pollard	Steward		Ex Officio
11	Mrs L Turner	Steward		Ex Officio
12	Mr K Macrae	Property Steward		Ex Officio
13	Mrs L A Boardley			
14	Mrs L Dudley			
15	Mrs C Dugdale			
16	Mr V Emerson			
17	Mrs M Fowler			
18	Mrs V Keating			
19	Mrs B Macrae			
20	Mrs K Munns			
21	Mrs J Offord			



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
Property Inspection	Thames Valley Surveying Ltd	Thames Valley Surveying Limited Green Bank University of Reading London Road Campus London Road Reading, Berkshire RG1 5AQ
Legal Affairs	As Required	

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>	Deed of Union of the Methodist Church 20 <sup>th</sup> Sept 1932
How the charity is constituted <small>(eg. trust, association, company)</small>	In accordance with the Constitutional Practice and Discipline (CPD) of the Methodist Church
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Some Trustees are Trustees as a result of their position, some are elected by the General Church Meeting and some are appointed (co-opted).

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

### Bankers

The Church's Bankers are CAF Bank Ltd, 25 Kings Hill Avenue, West Malling, Kent, ME19 4QJ and the Central Finance Board of the Methodist Church, Bonhill Street, London EC2A 4PE.

Section C

Objectives and activities

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

**Objectives**

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of - (a) the Christian faith in accordance with the doctrinal standards and the 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.

The trustees have over the year acted with regard to the guidance issued by the Charity Commission on public benefit.

**Worship.** Sunday worship is one of our major activities.

**Fund raising:** Funds were raised for worthwhile causes in the UK and the wider world. This could only have been achieved with the joint efforts of so many of the church family.

During the year from September 2019 to August 2020 the amounts raised or donated to good causes via the Church include: -

	£
Action For Children	638
Air Ambulance	1806
All We Can	565
Launchpad	121
Readifood	209
Shelter	239
Racecourse Community School, Zambia	4200
Total:	7778

This is significantly down on previous years due to the Covid Crisis and the Church being shut down for a substantial period

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)

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.


## Section D

## Achievements and performance

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

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## Section E

## Financial review

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

Our Reserves Policy requires us to hold sufficient reserves to enable Church to continue to function for between 3 and 6 months. Our Church functioning expenditure can be seen from the Receipts and Payments account at £85,533 from This we need to take away £600 which is donation that we need not make leaving £84,900. 25-50% of this would be between £21,225 and £42,450.

In addition, we are required to hold 2% of the value of the Church Buildings as a Property Reserve. From the same document, the value of the Buildings is £3,351,300 less the value of the organ and contents is £2,672,401 of which 2% is £53,448. Our total reserves should then be between £74,673 and £95898. Funds available are £131,700.

**Details of any funds materially in deficit**

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**Further financial review details (Optional information)**

Details of any funds materially in deficit

#### 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.

The Financial Report is submitted separately in the form of a Statement of Financial Activities as prescribed by the Methodist Church. The principal source of funding is the freewill offerings made by the congregation either in the offering plate or through standing orders to the Church. Fund raising occurs as and when the requirement exists e.g. an emergency of some description or through events in our normal calendar. These include an Autumn Fair, special Christmas and Easter services, concerts, BBQ's and collections organised through other agencies e.g. Christian Aid or for Methodist Connexion Funds. Due to the Church being shut down many of these activities could not take place during this year.

### 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)	<i>P Boardley</i>	<i>David Edwin Cliffe</i>
Full name(s)	PETER HOWARD BOARDLEY	DAVID EDWIN CLIFFE
Position (eg Secretary, Chair, etc)	TREASURER	SECRETARY.

Date 20-APRIL-2021



## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

**CAVERSHAM HEIGHTS METHODIST**

**Church**

**FOR THE YEAR ENDED**

**31 August 2020**

<b>BASINGSTOKE &amp; READING</b>	<b>Circuit</b>	<b>Circuit no</b>	<b>26/4</b>
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**Registered Charity - Charity Registration number**

**1127822**

**If not a registered charity Her Majesty's Revenue and  
Customs Gift Aid number**

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

**Minister:**

**Rev Martin Beukes**

**Church Stewards:**

Margaret Ellison	Colin Hinks
Christine Pollard	Ian Pollard
Lesley Turner	

**Treasurer:**

**Peter Boardley**

**SECTION A**

		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	<b>RECEIPTS</b>				
a2	Offerings and Tax recovered	61,955		<b>61,955</b>	60,002
a3	Bank and CFB interest and Investment income	420		<b>420</b>	521
a4	Lettings	16,735		<b>16,735</b>	29,137
a5	Other receipts	1,422	7,556	<b>8,978</b>	8,753
a6	<b>TOTAL RECEIPTS</b>	<b>80,532</b>	<b>7,556</b>	<b>88,088 (a7)</b>	<b>98,413</b>

**SECTION B**

b1	<b>PAYMENTS</b>				
b2	Circuit Assessment or Share	54,789		<b>54,789</b>	58,645
b3	Donations	602		<b>602</b>	6,020
b4	Repairs and Maintenance	17,746		<b>17,746</b>	9,146
b5	Utilities (Insurances, water charges, heating & lighting)	7,762		<b>7,762</b>	8,282
b6					
b7	Other payments	4,601	4,527	<b>9,128</b>	11,446
b8	<b>TOTAL PAYMENTS</b>	<b>85,500</b>	<b>4,527</b>	<b>90,027 (b9)</b>	<b>93,539</b>

**SECTION C**

c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b>	<b>(a6-b8)</b>	<b>(4,968)</b>	<b>3,029</b>	<b>(1,939)</b>	<b>4,874</b>
c2	Total funds brought forward from last year		134,027	(356)	<b>133,671 (c6)</b>	128,797
c3	<b>Sub total</b>	<b>(c1+c2)</b>	<b>129,059</b>	<b>2,673</b>	<b>131,732</b>	<b>133,671</b>
c4	Transfers and adjustments				<b>(c7)</b>	
c5	<b>TOTAL FUNDS AT END OF YEAR</b>	<b>(c3+c4)</b>	<b>129,059</b>	<b>2,673</b>	<b>131,732 (c8)</b>	<b>133,671 (c6)</b>

**SECTION D**

**FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS**

d	(these amounts are not to be included in total receipts/payments figures)	£	£
d1	Balance brought forward from last year	9	5
d2	Offerings/Gifts - received for external organisations	3,657	8,253
d3	Offerings/Gifts - passed to external organisations	3,626	8,249
d4	<b>BALANCE STILL TO BE PAID</b>	<b>40</b>	<b>9</b>
	<b>(d1+d2-d3)</b>		



**SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL****SECTION E**

Please follow the Guidance Notes to complete this page

Summary of the Church accounts for the year ended 31 August 2020 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1						
e2						
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds					(e11)	(e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	88,088 (a7)	90,027 (b9)	(1,939)	(c7)	133,671 (c6)	131,732 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	88,088	90,027	(1,939)		133,671 (x)	131,732 (y)
Continue on a separate sheet if necessary and bring the totals forward	<b>TOTAL RECEIPTS</b>	<b>TOTAL PAYMENTS</b>				

**SECTION F****STATEMENT OF ASSETS AND LIABILITIES****CHURCH - CASH FUNDS HELD at 31 August 2020**

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	100	100
f3 Bank Deposit Account	72,879	75,463
f4 Central Finance Board	60,667	56,144
f5 Trustees for Methodist Church Purposes		
f6 Other funds	25	25
f7 SUB TOTAL - Church accounts	133,671 (c6)	131,732 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	133,671 (x)	131,732 (y)

**SECTION G****OTHER ASSETS and LIABILITIES**

	At 1 September 2019	At 31 August 2020
g1 Investments (include Endowments)		
g2 Land & Buildings (see notes re Insurance value)	3,301,732	3,351,300
g3 Other Assets		
g4 Loan(s) - show amount outstanding at year end		
g5 Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5)



Name of Church .. Caversham Heights Methodist Church

## Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2020 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer ..... *P Boardley* ..... Date *9 Nov 2020*

Name and address of treasurer ..... Peter Boardley

*38 Rosehill Park, Emms Green* ..... Post Code *RG4 8YE*  
*Reading*

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2020 <sup>WERE</sup> ~~were~~ presented to the meeting of the Church trustees held on *26/Nov/2020*.

Signature of the Chair of the meeting ..... *[Signature]* .....

Name of the Chair of the meeting *REV. MARTIN BEUKES* ..... Date *7/12/2020*

## Independent Examiner's Report to the Trustees of the

### Caversham Heights Methodist Church

Charity Number *1127822*

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the *Caversham Heights Methodist Church* Church for the year ended 31 August 2020 set out on pages *1* to *5*. As the Church's trustees, 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 Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

\* delete or circle as appropriate

Name of Church ..... CAVERSHAM HEIGHTS ..... No .....

### Independent Examiner's Statement

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

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

[the [the

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

I have/have not\* obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Signature of independent examiner .....  .....

Name of independent examiner ..... ALVIN LAIRD .....

Relevant professional qualification of independent examiner ..... FCCA. .....

Name of firm (where appropriate) .....

Address ..... 29 CLONMEL CLOSE, CAVERSHAM, READING .....

..... Post Code RG4 5BF

Date ..... 23/10/20. .....

\* delete or circle as appropriate



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**FOR THE YEAR ENDED**

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Charity Number *1127822*

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Signature of independent examiner .....  .....

Name of independent examiner ..... ALVIN LAIRD .....

Relevant professional qualification of independent examiner ..... FCCA. .....

Name of firm (where appropriate) .....

Address ..... 29 CLONMEL CLOSE, CAVERSHAM, READING .....

..... Post Code RG4 5BF

Date ..... 23/10/20. .....

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