

Downham Market Methodist Church - Trustees Annual Report —2022/2023 Registered Charity
No —1129143

Principal Address Downham Market Methodist Church c/o 1 Camomile Close, Downham
Market, Norfolk, PE38 9UJ.

Trustees: all members of the Church Council, the Governing Body of the Church, are trustees and are listed below (correct up to end August 2025) Paul Critchley, Shirley Williamson, Sylvia Cornwell, Beryl Boyce, Janet Roust, Mary Cumbers, Terence Foster, Margaret Harrison, Alison Durkin, Pat Mewhew, Joyce Dent, Heinz Hessler, Ralph Perkins, Alan Rix, John Roust and Maureen Hibling.

Minister Revd Paul Critchley

Charity Constitution: Previously excepted charities; - excepted charities were not required to register but are regulated by the Charity Commission. This is because they have been excepted from the requirement to register either by legislation or an order made by us. Churches and chapels of some Christian denominations; The Charities Act 2006 required excepted charities with an annual income of over £100,000 to register with us.

Charity trustee selection method: Charity trustees for Downham Market Methodist Church are appointed as per the rules of the Methodist Church. They are a mixture of stationed minister, Deacons, volunteer elected stewards and volunteer representatives elected from individual organisations within the Church.

Summary of the objectives of the charity: 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.

Summary of the main activities for the public benefit;

What

RELIGIOUS ACTIVITIES —The main act of worship at Downham Market Methodist Church was the 10am service with attendance holding steady at around 55-60 people per week with seasonal fluctuations according to the weather. A midweek Holy Communion service continued to be offered once a month. We have a regular number of worshippers attending worship from one of our local Care Homes. Communion is also led at Ashville Care Home in Downham Market.

The church has an excellent relationship with one of the local schools and they visit us for their Harvest and Christmas Celebrations. Several year groups also hold a carol concert in the church for parents to attend.

Evening worship continued online using Zoom during the year and although numbers attending this service has declined, it is a worthwhile activity for those who cannot attend church in person.

Several families brought children for baptism, providing wonderful occasions to welcome people to the church. Funerals for church members and for others from within the community have been a regular occurrence.

Monthly benevolent collections are donated to other charities, such as Action for Children, Christian Aid and Macmillan Nurses. These are agreed annually by the trustees. There is the opportunity to donate in cash weekly, or to donate online. The church members also regularly support the local food bank and at Christmas support other local churches in providing hampers for families in need on Christmas Day.

In the coming year the church will be celebrating it's 60th Anniversary with a number of events planned to celebrate the occasion.

Who

THE GENERAL PUBLIC —any member of the community may attend any service and can seek help and/or support from members of the charity.

How

The building is in daily use by community groups. Lettings are ably managed by the Church Administrator. She ensures that people using the facilities are well looked after and she helps promote these activities via social media and posters where appropriate. Community Choirs, Dance and Exercise Groups, and the Dementia Cafe make regular use of the premises. A local youth group, who encourage the young people to use music and drama, meet at the church and also occasionally share in worship. These Community lettings provide both valuable facilities for the public and essential revenue for the Church.

The rooms are also used by the church's own groups such as Messy Church (an initiative aimed at offering families the opportunity to learn about the Bible through crafts, stories and food) and the Ladies Friendship Circle, which provides a regular meeting with talks, outings and fellowship.

Members of the church have been generous in giving via BACS to support both the church's financial needs and charity support.

The Social Centre, based in the church buildings, supports the elderly in the community. It has provided a welcome to members of the public Monday to Friday between 9am and 1.30pm, with hot lunches served to the many who appreciate the food, friendship and companionship on offer. For those who can't get out, the Social Centre provided a 'meals on wheels' service,

delivering lunches, using volunteer drivers. This has provided a vital service to many isolated, elderly members of the community.

The Revd Paul Critchley has oversight of not only Downham Market Methodist Church but other smaller Methodist chapels in the surrounding villages of West Norfolk and has now taken on the role of Superintendent of the West Norfolk Methodist Circuit. He has supported the work of the Social Centre as well as visiting and supporting the work of local care homes and schools.

The church supports a number of house groups, where people meet for Bible study and fellowship. This gives members of the church the opportunity to speak of their faith and share in discussion. These house groups occasionally lead services in the church.

RISK

The trustees review the risks that the charity is exposed to on an ongoing basis and take steps to mitigate those risks as appropriate.

Reserves Policy Our Reserves Policy relates to our general (unrestricted) funds, which are freely available to be used for any or all of the purposes of the Church. Our Reserve Policy is to hold 50% of annual expenditure in hand; these reserve funds allow for fluctuations in receipts against set payments and act as contingency funds. The Church holds funds to continue the ongoing upgrades to its premises to maintain and improve the fabric of our buildings and to enhance the ability of our members, users of our services and visitors to make maximum use of the facilities.

DOWNHAM MARKET METHODIST CHURCH

- Ending August 31st, 2025 Page Two

Social Centre Transactions

		2024 / 25			2024 / 25
INCOME			EXPENDITURE		
2023 / 24			2023 / 24		
	Circuit Administrator	7604.80		Circuit Administrator	7604.80
34827.9	Social Centre Cooks Wages Recd	36646.86	34,671.50	Soc.Ctr Cooks Wages & HMRC Pd	36984.66
	Social Centre - Legac / Income / TRF			Social Centre - Legac / Income / TRF	
1364.77	Social Ctr Inv Interest CFB	529.93	1364.77	Social Centre Funds Ret / Inter	529.93
3060.00	Social Centre Investment Fds	10463.40	2,962.28	Social Centre Invest Fds Ex CFB	10383.40
39252.67		55244.99	38998.55		55502.79
141488.83	TOTAL INCOME	136099.66	130189.84	TOTAL EXPENSES	183021.44
	Exps over Income	46921.78	11,298.99		

External Organisation Transactions

		2024 / 25			2024 / 25
INCOME			EXPENDITURE		
2023 / 24			2023 / 24		
	Income for Exter Organisations			Payments to Exter Organisations	
	Christmas Day collection (ACH)	139.85		Christmas Day collection (ACH)	
	Churches Together Xmas Hampers			Churches Together Year 7 Booklets	
	Action for Childr Envel. & Boxes			Action for Children Envel. & Boxes	
	Donat. at Funerals for Charities			Donat. at Funerals for Charities	
	MHA Envelopes			MHA Envelopes	
2,243.10	Monthly Appeals (Excl Easter Off)	2491.67	2,288.10	Monthly Appeals - Incl Gift Aid	2697.77
	Harvest Festival			Harvest Festival	
264.35	World Miss.Fd.Easter Off & GiftAid		264.35	World Miss.Fd Easter Off & Gift Aid	
	World Miss. Fd. & Gift Aid-Boxes			World Miss. Fd. & Gift Aid Boxes	
	J.M.A. Envelopes			J.M.A. & Gift Aid	
45.00	Gift Aid Reclaim - Mthly.Charities	66.25			
2552.45	TOTAL EXT. ORGS	2697.77	2,552.45	TOTAL EXT. ORGS	2697.77
144,041.28	OVERALL INCOME	138797.43	132,742.29	OVERALL EXPENSES	185719.21
	Expenses over Income	46921.78	11,298.99		
144,026.01		185719.21	144,026.01		185719.21
144026.01			144026.01		

Downham Market Methodist Church - Balance Sheet

- Ending August 31st, 2025

Balances at	1st Sept. 2024	Balances at	End August, 2025
CAF Bank	5,731.16	CAF Bank	1,920.11
Lloyds Bank	2,295.48	Lloyds Bank	1,620.67
CFB deposit Account	45,728.62	CFB deposit Account	20,971.71
TMCP Model Trust Fund-20865	87,603.89	TMCP Model Trust Fund-20865	69,924.88
Balance at end 23 - 24	141,359.15	Current Balance	94,437.37
		Expenses over Income	46,921.78
	141,359.15		141,359.15
TMCP High Inc Endowment	5,620.78	TMCP High Inc Endowment	5,493.18
TMCP Invest 11686 Admin Charge	15.27	TMCP Invest 11686 Admin Charge	18.27

Downham Market Methodist Church - Internal Funds

Internal Funds	1st Sept. 2024	Internal Reserved Funds	End August, 2025
Money carried fwd for Light Party	81.51	Money carried fwd for Light Party	81.51
Fund for Children & Family Work	408.56	Fund for Children & Family Work	1175.36
(Sat Coffee £33.65 to Gen.Fds)			
Transport Fund	13941.39	Transport Fund	13912.89
Youth project Fund	2658.65	Youth project Fund	2738.65
(Choir Funds £360.34 to Gen. Fd)			
TOTAL	17123.76	TOTAL	17908.41
(held in the main funds)		(held in the main funds)	

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<u>2023 / 24</u>	<u>INCOME</u>	<u>2024 / 25</u>	<u>2023 / 24</u>	<u>EXPENDITURE</u>	<u>2024 / 25</u>
36.00	Allotment Hire	48.00	8566.26	Down.Mkt Administrator	8677.64
150.00	Boys Brigade	150.00	1,442.55	Anglian Water	1247.23
	Brownies - 2nd & 3rd Packs	500.00	46.54	Child & Family Work (Messy Chur)	
1634.60	Carpet Bowls Club	1612.60		Christmas Trees	
504.54	Children & Family Work (MessyCH)	308.80		Church Coffee expenses	24.55
	Girllguiding UK	250.00		COVID-19 Costs	
350.00	Ladies Friendship Circle	300.00	10,661.46	Cleaning Costs	11597.81
	Tuftly Club			Communion Wine	
	Fensong	660.00	740.37	CCLI Licence	761.69
	Communion Wine		4,673.22	Choir expenses Clsd March 2023	
900.00	Funeral Collections Banked	1227.26		Electricity (100 % Green Energy)	6704.57
300.00	Funeral Fees recd	750.00		Flowers	
	Weddings			Funeral Collections Paid Out	
27360.25	Use of Premises (Lloyds Plus)	26074.50	3,565.00	Funeral Fees (Stewds & Organists)	
	Saturday Coffee Mornings		7,335.27	Garden Maintenance (Grass cutting)	4560.00
20.00	Photocopier	116.60	2,626.04	Gas	5561.97
			3,028.80	Methodist Insurance	4066.82
	Printing & Stationery		240.00	Photocopier (Toner Charge)	1014.01
80	Youth Project Fund (HM)		405.48	Piano Tuning	255.00
	Social Centre Contrib to Utilities			Postage, Printing & Stationery	377.08
			6,277.12	Property Supervisor	
				Repairs & Renewals	4225.42
	Offerings & Collections				
5823.23	Envelope Scheme	2795.20		Service Expenses (Visiting Preacher)	
3593.09	Loose Cash	3547.97	315.23	Telephone & Broadband	341.42
27178.00	Direct Giving	27613.00		Training	
8551.51	Gift Aid Reclaimed - Church	8370.80	28.50	Transport	
-45.00	Gift Aid Reclaimed - Mthy Char	-66.25	838.51	Waste Bin Service Cost	925.64
100.00	Donations	130.00	454.62	Other Expenses	1829.58
9431.25	Legacies - Church		38,075.00	Circuit Assesment (ex CFB)	40149.00
			0	Layworker Position	
	Fund Raising			Internal Methodist Donations	
	Bring & Share Lunch		209.00	Action for Children	209.00
	Harvest Festival (To All We Can)			All We Can (Ex Harvest Festival)	
	Christmas Market		231.00	Fd for Supp of Presbyt & Deacons	231.00
	Craft Fair		165.00	Meth. Fund for Property	165.00
	Catering		132.00	J.M.A. (Jun Miss Ass MIB) + Gift Aid	132.00
	Light Party	60.00	209.00	LWPT	209.00
			209.00	Methodist Homes for the Aged	209.00
	Quiz Night		154.00	Mission in Britain Fund	154.00
			231.00	World Mission Fund	231.00
194.66	Other Income	921.18		Other Expenses	
1000	Other - Big Nativity District Grant (Pay back after xmas)	167.35	40.00	Down. Market Churches Together	
	Interest on Accounts			Wedding Expenses	
7550.00	TMCP Pension Relief Fd Returned			Expenses from Accounts	
2556.19	Methodist Cent Finance Brd	1483.60	60.75	CAF Chq. & Monthly Bank Charges	60.00
4726.32	TMCP Model Trust Fund 20865	3655.70	215.30	TMCP Model Tfd Charges 20865	284.71
12.48	CAF Bank Interest (0.20%)	14.12		TMCP Model Tfd W/Draws 20865	
229.04	TMCP Unit Trust Invest Inter	164.24	15.27	TMCP Unit Trust Invest Admin Chrgr	0.00
102236.16	TOTAL CHURCH INCOME	80854.67	91,191.29	NORMAL CHURCH EXPENSES	94204.14
	Day to day balance	-13349.47		Building Projects - Church heaters	7862.71
				Building Projects - Ladies Toilets	17950.00
				Building Projects - LED Lights	7501.80
				TOTAL CHURCH EXPENSES	127518.65
	Church Exps over Income	46663.98	11,044.87		

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2025

DOWNHAM
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SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	42,327		42,327	45,146
a3	Bank and CFB interest and Investment income	5,318		5,318	7,524
a4	Lettings	26,075		26,075	27,360
a5	Other receipts (SC 55245)	7,215		7,215	22,460
a6	TOTAL RECEIPTS	80,934		80,934 (a7)	102,490
SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share	40,149		40,149	38,075
b3	Donations	1,540		1,540	1,540
b4	Repairs and Maintenance	4,480		4,480	6,517
b5	Utilities (Insurances, water charges, heating & lighting)	17,581		17,581	16,077
b6					
b7	Other payments	64,106		64,106	28,982
b8	TOTAL PAYMENTS	127,856		127,856 (b9)	91,191
SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(46,922)	(46,922)	11,299
c2	Total funds brought forward from last year	141,359		141,359 (c6)	130,060
c3	Sub total	(c1+c2)	94,437	94,437	141,359
c4	Transfers and adjustments				(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	94,437	94,437 (c8)	141,359 (c6)
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				
d2	Offerings/Gifts - received for external organisations			2,698	2,552
d3	Offerings/Gifts - passed to external organisations			2,698	2,552
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)			

DOWNHAM MARKET

Church

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 2025 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 SOCIAL CENTRE	57,586	71,318	(13,732)		27,513	13,781
e2 Bowls Club	1,776	1,710	66		1,746	1,812
e3 Ladies Friendship	790	836	(45)		315	270
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds	60,153	73,864	(13,712)		29,574 (e11)	15,863 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	80,934 (a7)	127,856 (b9)	(46,922)	(c7)	141,359 (c6)	94,437 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	141,087	201,720	(60,634)		170,933 (x)	110,300 (y)
TOTAL RECEIPTS		TOTAL PAYMENTS				

Continue on a separate sheet if necessary and bring the totals forward

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2025	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	5,731	1,920
f3 Bank Deposit Account	2,295	1,621
f4 Central Finance Board	45,729	20,972
f5 Trustees for Methodist Church Purposes	87,604	69,925
f6 Other funds		
f7 SUB TOTAL - Church accounts	141,359 (c6)	94,437 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	29,574 (e11)	15,863 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	170,933 (x)	110,300 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2024	At 31 August 2025
g1 Investments (include Endowments)	5,621	5,493
g2 Land & Buildings (see notes re Insurance value)	3,123,282	3,216,988
g3 Other Assets	206,283	212,472
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)