

**REGISTERED CHARITY NUMBER: 1129256**

**Report of the Trustees and Financial Statements  
for the Year Ended 31 August 2024  
for**

**Chapel Field Road Methodist Church  
Norwich**

**Chapel Field Road Methodist Church,  
Norwich**

**Report of the Trustees  
for the year ended 31 August 2024**

The Trustees present their annual report with the financial statements for the charity for the year ended 31 August 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2015.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**  
1129256

**Principal address**  
Chapel Field Road  
Norwich  
NR2 1SD

**Trustees**

In accordance with the Standing Orders of the Methodist Conference, which is the governing body of the Methodist Church, the trustees of the Church are the members of the Church Council. The names of the Trustees who served during 2023/2024 are as follows:

Revd Matthew Olanrewaju	Ruth Gaskin	Kathrine Garratt (died 19.11.23)
Pauline Mann	Frances Middleton	Margaret Snelling (left 31.8.24)
Geoffrey Brown	Martin Nisbett	
Michael Garratt	David Everitt	
Pamela ParkerBrown	Colin Arnold	
Zing Eagling	Jacques Kalume	
Christina Potter	Christopher Hopper	

The Church Council is elected by the members of the Church.

**Independent Examiner**

Mark Johnstone FCA  
Argents Chartered Accountants  
15 Palace Street  
Norwich  
NR3 1RT

**Advisers**

Bankers  
Lloyds Bank plc  
48 High Street  
Newmarket, Suffolk  
CB8 8LF

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a Deed of Union (1932) and The Methodist Church Act (1976). It constitutes an unincorporated charity.

The Church is a member of the Norwich Circuit of the Methodist Church.

### **Risk assessment**

The premises are properly insured and Health and Safety reviews take place annually with Fire Evacuation Practices held from time to time. A risk register is maintained to safeguard the Church's assets and future work and the Disclosure and Barring Service is consulted as appropriate. All trustees and others working with children, young people and vulnerable adults are required to attend a safeguarding foundation module training course. An asset register is maintained by the Treasurer.

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

We are a large and diverse church set within the city centre of Norwich, England with attractive premises which are intended to speak of welcome and access for all.

Through our Ministry and Leadership Teams and through the many resources within our congregation we are always looking to be more effective in our witness for Christ within a city centre context.

#### **Volunteers**

The church is sincerely grateful to very many members who give freely of their time and talents to further its work and Christian witness.

### **ACHIEVEMENT AND PERFORMANCE**

The Church has continued its ongoing programme of Christian worship, work and care. Many local community groups meet on our premises including some refugee families in the Norfolk County Council's People from Abroad project who attend English language classes. NCC also provide a secure creche for their children.

Contact has been maintained with the church family in a variety of ways through our ministry team and our pastoral care network. We have continued to live stream our Sunday morning services for those unable to attend church and have been greatly encouraged by the increasing number of children and young families joining our services and Junior Church each week.

We continue to support the Through the Roof charity with the aim of improving the quality of life of people attending our church and have again taken part in the Welcome Rucksack Project for refugee families settling in Norwich.

Through various fundraising activities we have been able to continue donating financial support to the Vidiyal Trust for their work in Southern India.

The trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

### **FINANCIAL REVIEW**

Our congregation has continued to support the church financially through offertories and donations and their generosity has been greatly appreciated. This income together with income received from letting our premises to local community groups, has been vital in providing most of the income needed to pay ongoing day to day expenses. However, there was still a shortfall of income against day to day expenditure.

Two new legacies were received during the year and the £15,000 voluntary contribution to the TMCP Pension Fund made in the 2021/22 accounts was refunded with interest. A grant of £11,000 was received from Norfolk County Council to install a security system in the area used by their creche and the value of our investments increased by £17,408. After a total expenditure of £184,140, our total funds increased by £6719.

A full breakdown of the movement of each individual fund is shown in note 14 of the accounts.

#### **Reserves Policy**

Funds are held in accordance with the Church's Reserves Policy and are believed to be adequate for the declared aims and objectives of the Church and the necessary maintenance of its Grade Two listed premises.

Approved by the Church Council on 3 March 2025 and signed on its behalf by:

P Mann - Trustee

**Independent examiner's report to the trustees of Chapel Field Road Methodist Church,  
Norwich**

I report to the charity trustees on my examination of the accounts of Chapel Field Road Methodist Church, Norwich (the Trust) for the year ended 31 August 2024.

**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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.



**Mark Johnstone FCA**  
Argents Chartered Accountants  
15 Palace Street  
NORWICH  
Norfolk  
NR3 1RT

Date: 7 May 2025

Statement of Financial Activities  
for the year ended 31 August 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 Total Funds £	2023 Total Funds £
<b>INCOMING &amp; ENDOWMENTS FROM</b>						
Donations and tax recoverable	2	93,124	12,582		105,706	95,715
Legacies	2	2,000			2,000	200
Other trading activities	3	33,271	1,150		34,421	33,540
Investment Income	4	6,881			6,881	7,791
Charitable activities	5	20,412	4,031		24,443	8,217
<b>Total incoming resources</b>		<b>155,688</b>	<b>17,763</b>	<b>0</b>	<b>173,451</b>	<b>145,463</b>
<b>EXPENDITURE ON</b>						
Charitable activities	6	178,593	5,547		184,140	201,995
<b>Total resources expended</b>		<b>178,593</b>	<b>5,547</b>	<b>0</b>	<b>184,140</b>	<b>201,995</b>
<b>NET INCOME/(EXPENDITURE) before transfers</b>		<b>-22,905</b>	<b>12,216</b>	<b>0</b>	<b>-10,689</b>	<b>-56,532</b>
Gross transfers between funds	14	11,957	-11,957		0	0
<b>Net income/(expenditure) before other recognised gains and losses</b>		<b>-10,948</b>	<b>259</b>	<b>0</b>	<b>-10,689</b>	<b>-56,532</b>
Net gains/losses on investments	10	17,338		70	17,408	-11,917
<b>Net movement in funds</b>		<b>6,390</b>	<b>259</b>	<b>70</b>	<b>6,719</b>	<b>-68,449</b>
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		<b>5,596,718</b>	<b>10,099</b>	<b>968</b>	<b>5,607,785</b>	<b>5,676,234</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>5,603,108</b>	<b>10,358</b>	<b>1,038</b>	<b>5,614,504</b>	<b>5,607,785</b>

**CONTINUING OPERATIONS**

Income and expenditure has arisen from continuing activities.

**Balance Sheet**  
**At 31 August 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 Total Funds £	2023 Total Funds £
<b>FIXED ASSETS</b>						
Tangible assets	9	5,322,301			5,322,301	5,305,710
Investments	10	<u>211,882</u>		<u>981</u>	<u>212,863</u>	<u>245,503</u>
		5,534,183	0	981	5,535,164	5,551,213
<b>CURRENT ASSETS</b>						
Debtors	11	50,964	229		51,193	35,509
Investments	12	17,762	7,321	57	25,140	8,703
Cash at Bank		<u>3,362</u>	<u>2,808</u>		<u>6,170</u>	<u>14,796</u>
		72,088	10,358	57	82,503	59,008
<b>CREDITORS</b>						
Amounts falling due within one year	13	<u>(3,163)</u>			<u>(3,163)</u>	<u>(2,436)</u>
<b>NET CURRENT ASSETS</b>		68,925	10,358	57	79,340	56,572
<b>NET ASSETS</b>		<u>5,603,108</u>	<u>10,358</u>	<u>1,038</u>	<u>5,614,504</u>	<u>5,607,785</u>
<b>FUNDS</b>						
Unrestricted funds	14				5,603,108	5,596,718
Restricted funds					10,358	10,099
Endowment funds					<u>1,038</u>	<u>968</u>
<b>TOTAL FUNDS</b>					<u>5,614,504</u>	<u>5,607,785</u>

The financial statements were approved by the Church Council on 3 March 2025 and were signed on its behalf by:

G Brown - Trustee

Revd M Olanrewagu - Trustee

**Notes to the Financial Statements  
for the year ended 31 August 2024**

**1 ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at bid value.

**Incoming resources**

These are included in the Statement of Financial Activities (SOFA) when the church becomes entitled to the resources; the Trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability. In respect of legacy income only, income is only recognised on receipt of funds to the church bank or TMCP accounts.

**Resources expended**

Expenditure is recognised when a liability is incurred, or a constructive obligation arises that results in the payment being unavoidable. Expenditure is accounted for on an accruals basis.

**Tangible fixed assets**

Church land and buildings are owned by the Trustees for Methodist Church Purposes (TMCP) and the local Church Council acts as Managing Trustee.

On adoption of FRS102 on 1.9.2016, the Church land and buildings and the Church organ were valued at their replacement costs of £4,950,000 and £350,000 respectively. We have elected to treat this value as deemed cost in line with transition exemptions available. The original costs were £987 for the land, £5,420 for the building and £576 for the organ, all purchased in the 1880s.

The building and the organ are subject to a regular maintenance programme, thus maintaining their value; for this reason it is not considered necessary to provide for depreciation of these assets.

All other tangible fixed assets with a value of £1000 and over are capitalised and included in the Balance Sheet. Their value is depreciated on a straight line basis over 5 years.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Notes to the Financial Statements  
for the year ended 31 August 2024**

**Fixed asset investments**

Investments held in TMCP trusts are valued in the balance sheet at bid value at the year end. Investment income is included in the accounts when receivable and any gains or losses on revaluation at the year end are shown in the SOFA.

**Current asset investments**

These are held in interest bearing accounts operated by TMCP and the Central Finance Board. Interest earned is shown on the SOFA.

**Liability recognition**

Liabilities are recognised as soon as there is legal or constructive obligation committing the church to pay out resources.

**Irrecoverable VAT**

This is included within the relevant costs incurred by the charity.

<b>2</b>	<b>DONATIONS AND LEGACIES</b>	<b>2024</b>	<b>2023</b>
		£	£
	Offerings, donations and tax recoverable	93,124	93,003
	NCC Grant for Creche Security System	11,000	
	Legacies	2,000	200
	Special collections for other charities	1,582	2,712
		<u>107,706</u>	<u>95,915</u>
<b>3</b>	<b>OTHER TRADING ACTIVITIES</b>	<b>2024</b>	<b>2023</b>
		£	£
	Fundraising activities	1,150	900
	Lettings	33,271	32,640
		<u>34,421</u>	<u>33,540</u>
<b>4</b>	<b>INVESTMENT INCOME</b>	<b>2024</b>	<b>2023</b>
		£	£
	Investments and deposit income	6,881	7,791
<b>5</b>	<b>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</b>	<b>2024</b>	<b>2023</b>
		£	£
	Church Groups	3,531	4,066
	Other income from charitable activities	20,912	4,151
		<u>24,443</u>	<u>8,217</u>



**Notes to the Financial Statements**  
**for the year ended 31 August 2024**

<b>6</b>	<b>DIRECT COSTS OF CHARITABLE ACTIVITIES</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Staff costs	<b>34,126</b>	28,461
	Insurance and utilities	<b>12,869</b>	12,940
	Circuit Assessment	<b>92,232</b>	92,232
	Donations	<b>6,150</b>	6,735
	Special collections for other charities	<b>1,582</b>	2,712
	Repairs and maintenance	<b>20,178</b>	23,527
	Other expenditure	<b>10,771</b>	21,956
	Church Groups	<b>1,315</b>	2,759
	Depreciation	<b>3,357</b>	9,113
	Independent Examination Fee	<b>1,560</b>	1,560
		<b>184,140</b>	<b>201,995</b>

**7 TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 August 2024 nor for the year ended 31 August 2023.

There were no trustees' expenses paid for the year ended 31 August 2024 nor for the year ended 31 August 2023.

<b>8</b>	<b>STAFF COSTS</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Wages and Pension Contributions	<b>34,126</b>	28,461
	Social security costs	<b>0</b>	0
		<b>34,126</b>	<b>28,461</b>
	The average monthly number of employees during the year was as follows:		
		<b>2024</b>	<b>2023</b>
	Full time employees	<b>1</b>	1

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements  
for the year ended 31 August 2024

9 TANGIBLE FIXED ASSETS

	Church building £	Organ £	Fixtures and fittings £	Motor vehicles £	Totals £
<b>COST</b>					
At 1 September 2023	4,950,000	350,000	155,970		5,455,970
Additions			19,948		19,948
Disposals					0
At 31 August 2024	<u>4,950,000</u>	<u>350,000</u>	<u>175,918</u>	<u>0</u>	<u>5,475,918</u>
<b>DEPRECIATION</b>					
At 1 September 2023			150,260		150,260
Charge for year			3,357		3,357
Eliminated on disposal					0
At 31 August 2024	<u>0</u>	<u>0</u>	<u>153,617</u>	<u>0</u>	<u>153,617</u>
<b>NET BOOK VALUE</b>					
At 31 August 2024	<u>4,950,000</u>	<u>350,000</u>	<u>22,301</u>	<u>0</u>	<u>5,322,301</u>
At 31 August 2023	<u>4,950,000</u>	<u>350,000</u>	<u>5,710</u>	<u>0</u>	<u>5,305,710</u>

10	<b>FIXED ASSET INVESTMENTS</b>				Listed investments
	<b>BID VALUE</b>				£
	At 1 September 2023				245,503
	Additions				
	Redemptions				-50,048
	Revaluations				17,408
	At 31 August 2024				<u>212,863</u>

There were no investment assets outside the UK.

11	<b>DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	2024	2023
		£	£
	Prepaid Circuit Assessment 2024/25 (1st Qtr)	23,058	23,058
	Other debtors	28,135	12,451
		<u>51,193</u>	<u>35,509</u>
12	<b>CURRENT ASSET INVESTMENTS</b>	2024	2023
		£	£
	Central Finance Board and TMCP deposits	<u>25,140</u>	<u>8,703</u>
13	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	2024	2023
		£	£
	Creditors	<u>3,163</u>	<u>2,436</u>

Notes to the Financial Statements  
for the year ended 31 August 2024

14	MOVEMENT IN FUNDS	At 1.9.23 £	Net movement in funds £	Transfers between funds £	At 31.8.24 £
	<b>Unrestricted funds</b>				
	General	38,300	-19,804	1,957	20,453
	Property	200,662	-12,079	25,803	214,386
	Transport	6,751	-	-6,751	-
	Legacy Reserve	43,415	32,536	-31,875	44,076
	Book	1,880	12	-	1,892
	Donations	-	-2,875	2,875	-
	Fixtures and Fittings	5,710	-3,357	19,948	22,301
	Church Buildings and Organ	5,300,000			5,300,000
		<u>5,596,718</u>	<u>-5,567</u>	<u>11,957</u>	<u>5,603,108</u>
	<b>Restricted funds</b>				
	Benevolent	7,550	-1,000	1,000	7,550
	Church Groups	2,549	2,216	-1,957	2,808
	Security system		11,000	-11,000	-
		<u>10,099</u>	<u>12,216</u>	<u>-11,957</u>	<u>10,358</u>
	<b>Endowment funds</b>				
	Endowment trusts	968	70		1038
	<b>TOTAL FUNDS</b>	<u>5,607,785</u>	<u>6,719</u>	<u>0</u>	<u>5,614,504</u>
Net movement in funds, included in the above are as follows:					
		Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
	<b>Unrestricted funds</b>				
	General	135,719	-155,523		-19,804
	Property	990	-13,069		-12,079
	Transport	-	-		-
	Legacy Reserve	18,284	-3,086	17,338	32,536
	Book	70	-58		12
	Donations	625	-3,500		-2,875
	Fixtures and Fittings		-3,357		-3,357
		<u>155,688</u>	<u>-178,593</u>	<u>17,338</u>	<u>-5,567</u>
	<b>Restricted funds</b>				
	Benevolent	500	-1500		-1000
	Church Groups	3,531	-1,315		2,216
	Fundraising	1,150	-1,150		-
	Special Collections	1,582	-1,582		-
	Security system	11,000	-		11,000
		<u>17,763</u>	<u>-5,547</u>	<u>-</u>	<u>12,216</u>
	<b>Endowment funds</b>				
	Endowment trusts			70	70
	<b>TOTAL FUNDS</b>	<u>173,451</u>	<u>-184,140</u>	<u>17,408</u>	<u>6,719</u>

Notes to the Financial Statements  
for the year ended 31 August 2024

14	COMPARATIVE MOVEMENT IN FUNDS	At 1.9.22	Net movement in funds	Transfers between funds	At 31.8.23
		£	£	£	£
	<b>Unrestricted funds</b>				
	General	38,774	-12,243	11,769	38,300
	Property	199,666	-15,004	16,000	200,662
	Transport	6,751			6,751
	Legacy Reserve	100,540	-27,525	-29,600	43,415
	Book	1,876	4		1,880
	Donations	0	-3,500	3,500	0
	Fixtures and Fittings	14,823	-9,113		5,710
	Church Buildings and Organ	5,300,000			5,300,000
		<u>5,662,430</u>	<u>-67,381</u>	<u>1,669</u>	<u>5,596,718</u>
	<b>Restricted funds</b>				
	Benevolent	9,785	-2,235		7,550
	Church Groups	3,011	1,307	-1,769	2,549
	Fundraising	0	-100	100	0
		<u>12,796</u>	<u>-1,028</u>	<u>-1,669</u>	<u>10,099</u>
	<b>Endowment funds</b>				
	Endowment trusts	1008	-40		968
	<b>TOTAL FUNDS</b>	<u>5,676,234</u>	<u>-68,449</u>	<u>0</u>	<u>5,607,785</u>

Net comparative movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
<b>Unrestricted funds</b>				
General	135,830	-148,073		-12,243
Property	1,626	-16,630		-15,004
Transport				0
Legacy Reserve	200	-15,848	-11,877	-27,525
Book	129	-125		4
Donations		-3,500		-3,500
Fixtures and Fittings		-9,113		-9,113
	<u>137,785</u>	<u>-193,289</u>	<u>-11,877</u>	<u>-67,381</u>
<b>Restricted funds</b>				
Benevolent		-2,235		-2,235
Church Groups	4,066	-2,759		1,307
Fundraising	900	-1,000		-100
Special Collections	2,712	-2,712		0
	<u>7,678</u>	<u>-8,706</u>	<u>0</u>	<u>-1,028</u>
<b>Endowment funds</b>				
Endowment trusts			-40	-40
<b>TOTAL FUNDS</b>	<u>145,463</u>	<u>-201,995</u>	<u>-11,917</u>	<u>-68,449</u>

**Notes to the Financial Statements  
for the year ended 31 August 2024**

**14 MOVEMENT IN FUNDS - continued**

<b>Fund</b>	<b>Purpose of the fund</b>
General	Working capital to support ongoing commitments
Property	Building costs and purchase of equipment
Transport	Transport costs
Legacy Reserve	Church projects and contingencies
Book	Purchase of books
Benevolent	Benevolence
Church Groups	Balances held by these groups
Fundraising	The Vidiyal Trust
Special Collections	Collections for other charities
Donations	Donations from church funds to other charities
Church Buildings and Organ	Deemed replacement costs on adoption of FRS102
Fixtures and Fittings	Identification of the book value of these assets at the year end
Endowment	Legacy capital cannot be spent. Interest used in General Fund

**Summary of Church Group funds as at 31 August 2024**

<b>Church group</b>	<b>Opening balance</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfers</b>	<b>Closing balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Badminton	937	1,082	-305	-600	1,114
Mary Chapman Club	1,570	1,799	-980	-732	1,657
Senior Table Tennis	42	650	-30	-625	37
<b>TOTAL</b>	<b>2,549</b>	<b>3,531</b>	<b>-1,315</b>	<b>-1,957</b>	<b>2,808</b>

**15 Related Parties**

There were no related party transactions in the year under review.