

ORPINGTON METHODIST CHURCH

Trustees' Annual Report for the period 1 September 2023 to 31 August 2024

Registered Charity Number: 1129331

Charity Principal Address:

Orpington Methodist Church, Sevenoaks Road, Orpington, Kent BR6 9JH

Managing Trustees:

Revd Robert Selvakumar

Chair

Mr Franklin Brew

Treasurer

Mr Christopher Price

Secretary

Mrs Anne Barnes

Mrs Carolyn Licence

Mrs Stephanie Boswell

Dr Emma Maddy

Mrs Irene Cotterell

Mrs Dorrance Palmer

Mrs Elizabeth Dobb

Mr John Pedley (Resigned: 15/02/2024)

Ms Lois Claire East

Mrs Deborah Price (Apt: 25/07/2024)

Ms Janet Haley

Mr Neville Secular

Mrs Deborah Hickey

Mr Charles Stewart

Ms Heidi Jones (Apt: 25/07/2024)

Ms Dawn Venn

Mr Simon David Laurence Jones

Mrs Elizabeth Weller

Mr Roger Lancaster (Resigned: 15/03/2024)

Ms Angela Willis

Mr Robin Licence

Custodian Trustee:

The Trustees for Methodist Church Purposes

Bankers:

National Westminster Bank

Central Finance Board of the Methodist Church

Structure, Governance and Management

Type of Governing Document: Deed of Union (1932) and Methodist Church Act (1976)

How the Charity is Constituted: Act of Parliament

Governance: The appointment of Trustees and other officers follows the Constitutional Practice and Discipline of the Methodist Church (CPD). The primary governing body of Orpington Methodist Church, in accordance with CPD, is the Church Council. Members of the Council are the Trustees, and the Council is chaired by the Minister. Church Council representatives and Church Stewards are elected at the Annual General Meeting. All church members can attend this meeting and are entitled to vote and raise any issues for discussion. The Trustees actively seek nominations for new Trustees who can represent all aspects of the Church community and its activities.

Trustee Selection Method: The Minister, Church Stewards, [Treasurer], Pastoral Secretary, Church Council Secretary, up to 15 representative Church Members (elected annually), up to 15 additional persons appointed by the Council and a Circuit Steward.

Induction/Training:

There is a range of guidance produced by the Methodist Connexion.

All Trustees receive a copy of CC3, 'The Essential Trustee: What You Need to Know'

Structure:

Part of the Orpington and Chislehurst Circuit

Part of the London Methodist District

Accountable to the Methodist Conference

A Member of Churches Together in Orpington

Risks:

The Church has a Risk Management Policy and has a Risk Assessment Matrix

Risks relating to Finance are considered by the Finance Committee.

Risks relating to Property are considered by the Property Committee.

Both Committees report to the Church Council (Board of Trustees)

Professional advice is taken as necessary

There is a regular review process

The Church has adopted a Safeguarding Policy – covering Children and Vulnerable Adults – and has ensured all relevant members of the Church receive appropriate training which is an ongoing process.

Objectives and Activities

These are set out in the Methodist Church Act 1976 (Clause 4) – Advance of Religion and any charitable purpose of the Methodist Church or church organisation.

Summary of Main Objectives:

The purposes of the Methodist Church are and shall be deemed to have been since the Date of the Union the advancement of:

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

Achievements and Performance

Summary of Main Achievements During the Year:

Dear Friends,

The Orpington Methodist Church has seen significant progress and successes between 2023 and 2024. With a consistent membership base and a dedication to fostering a warm and welcoming environment, various initiatives and activities have contributed to the strength and vibrancy of the church community.

1. Membership and Attendance:

- The church enjoys consistent membership with Sunday morning services witnessing encouraging attendance levels.
- A healthy intercultural mix within the membership base reflects the church's commitment to diversity.

2. Fundraising and Community Engagement:

- The May Walk event in 2024 surpassed the donation levels of the previous year, indicating strong community support and engagement.
- The success of fundraising events demonstrates the growing network and outreach capabilities of the church.

3. Stewardship and Recruitment:

- Stewards play a crucial role in the functioning of the church ministries, and the recruitment of two new stewards highlights a proactive approach to sustaining and advancing church operations.
- Ongoing efforts to recruit more stewards emphasize the commitment to ensuring a well-supported and efficient organizational structure.

4. Committee Performance:

- All committees within the church, from property management to finance, have been diligent and effective in their responsibilities, contributing to the smooth operation of various church initiatives.

5. Community Initiatives and Outreach:

- The thriving Wednesday morning cafe is a testament to the hard work and dedication of the team, fostering community engagement and providing a valuable service to church members and beyond.
- The active prayer ministry, with its weekly meetings and dedicated prayer diary, has been instrumental in enhancing spiritual connectivity and support within the church community.

6. Future Plan:

- A key focus for the church in the near future is the recruitment of a youth and family worker to spearhead the development of youth-related programs and activities within the church, demonstrating a commitment to nurturing the next generation of church members. We are positive that this worker will continue to build upon the hard work of the youth clubs' leaders.

The Orpington Methodist Church has made significant strides in key areas such as community engagement, diversity, stewardship, and outreach during the years 2023 to 2024. By building on these achievements and continuing to prioritize genuine compassion and care for all people regardless of their backgrounds, the church is poised for further growth and success in the years to come.

May God continue to build our church, in the ways He wants.

Glory be to God!

By His GRACE and for His GLORY!

Revd. Robert Selvakumar

Circuit Minister: Orpington and Chislehurst

Public Benefit:

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Financial Review**Reserves Policy:**

Within Unrestricted Reserves there are three main funds:

Society & Property Fund £171,774 (2023: £134,944). We aim to ideally hold in reserve sufficient money to cover six months' expenditure. The Church is dependent on voluntary donations and hall lettings to cover the costs of its ministerial team, property costs and general expenses. As these income and property costs can be volatile, this level of reserves is considered prudent to manage the day to day running of the Church in an organised manner and give time for thorough review if any difficult decisions have to be made. Based on these accounts, six months' typical general fund expenditure is £75,500 so at £171,774 reserves stand at over 12 months. Given the continuing cost volatility at the present time, especially with utility costs, this higher reserve is considered prudent.

Legacies Fund £51,034 (2023: £26,439). These are monies received through legacies which the Church Council will allocate to the work of the Church as it deems appropriate. A legacy payment of £500 was made during the year and the fund received a payment of £37,000 by way of repayment of a loan made to the Methodist Pension Fund. The Church Council authorised the use of £12,405 of legacy funds in order to carry out improvements and renovations to the Hulbert Room.

Designated Funds £362,363 (2023: £366,652). This is made up of three separate funds: £307,363 is invested in fixed assets; and £55,000 is designated for use on the Church's work in the community.

Within restricted funds there is 1 fund:

Internal Organisations £20,385 (2023: £13,816).

These are balances held by separate organisations within the Church who report to the Church Council and are restricted to the use of that organisation.

Within Endowed Reserves there are two funds.

Property £1,110,580 (2023: £1,118,250) which represents funds used in the purchasing of land and buildings for the Church's general purposes.

Building Development Fund £664,427 (2023: £673,698). This project, which was completed in June 2021, was to develop the potential of the Church building to create a flexible space in the church, bringing the opportunity to tell the story of our faith in exciting new ways. A new bold entrance allows immediate access and visibility into a renewed church. There are much greater opportunities for worship, events and exhibitions and other activities to serve and involve the community.

The Church's Free Reserves are its General Fund £222,808 (2023: £161,383).

Financial Overview:

The Church's income was £242,837 (2023: £186,626).

The main reason for the increase is the £37,000 repayment from the Pension Fund.

Going Concern

The Church made a surplus of £36,330 on its Property and Society Fund, which is the main General Fund of the Church. This fund has reserves of £171,774 which is equivalent to over 100% of annual expenditure from those funds. Alongside this the Church has £51,034 in the Legacies Fund and, if necessary, the £55,000 that the Trustees have designated for its work in the Community can be called upon. The 2024/25 Budget continues to reflect the increased costs of living, especially on utility costs, but mid-year figures show a surplus over the budgeted figures of around £3,500, so there are currently no concerns about not meeting Reserves Policy in 2024/25 and beyond.

Plans for Future Periods

The Trustees intend to maintain the present activities of the Church with a focus on worship and community service. We will continue to seek further development and capacity building in our Community Hub and the LINK Café. This will involve the ongoing recruitment and training of new volunteers and providing opportunities for volunteering among those with mental health issues, rehabilitation and for those seeking life skill development.

Declaration:

The trustees declare that they have approved the trustees' report above:

Signature:



Revd Duncan MacBean
Chair

Signature:



Mr Christopher Price
Church Secretary

23rd April 2025

Responsibilities of the Trustees

The charity's trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiners Report to the Trustees of Orpington Methodist Church

Year Ended 31 August 2024

I report on the accounts of the charity for the year ended 31 August 2024 which are set out on pages 8 to 16.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met.



Stephen Bunnage
Independent Examiner
SJPB Limited
8 Bleasdale Avenue, Perivale, Middlesex UB6 8LB
17th April 2025

Orpington Methodist Church
Statement of Financial Activities (SOFA) for the year ended 31 August 2024

	Note	General Fund (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Total 2023-24
		£	£	£	£	£
Income						
Offerings		41,803				41,803
Donations		623				623
Gift aid		6,577				6,577
Interest and investment income		12,446				12,446
Internal organisations	10	0		20,030		20,030
Other charitable income		161,358				161,358
Total income		222,807	0	20,030	0	242,837
Expenditure						
Circuit assessment or share		44,100				44,100
Grants and donations		3,015				3,015
Property maintenance		44,892				44,892
Insurance, utilities etc		46,580				46,580
Depreciation		0	4,289		16,941	21,230
Office expenses		19,656				19,656
Other expenditure		4,972				4,972
Internal organisations	10			11,628		11,628
Total expenditure		163,215	4,289	11,628	16,941	196,073
Net income/(expenditure)		59,592	-4,289	8,402	-16,941	46,764
Transfers between funds		1,833	0	-1,833		0
Net movement in funds		61,425	-4,289	6,569	-16,941	46,764
Total funds brought forward		161,383	366,652	13,816	1,791,948	2,333,799
Total funds carried forward		222,808	362,363	20,385	1,775,007	2,380,563


Orpington Methodist Church
Statement of Financial Activities (SOFA) for the year ended 31 August 2023


	Note	General Fund (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Total 2023-24
		£	£	£	£	£
Income						
Offerings		39,523				39,523
Donations		16,501				16,501
Gift aid		11,986				11,986
Interest and investment income		5,664				5,664
Internal organisations	10	0		19,353		19,353
Other charitable income		93,599				93,599
Total income		167,273	0	19,353	0	186,626
Expenditure						
Circuit assessment or share		44,100				44,100
Grants and donations		2,750				2,750
Property maintenance		30,872				30,872
Insurance, utilities etc		32,537				32,537
Depreciation		0	4,289		16,941	21,230
Office expenses		13,081				13,081
Other expenditure		33,102	84			33,186
Internal organisations	10			24,526		24,526
Total expenditure		156,442	4,373	24,526	16,941	202,282
Net income/(expenditure)		10,831	-4,373	-5,173	-16,941	-15,656
Transfers between funds		2,605	-16	-2589		0
Net movement in funds		13,436	-4,389	-7,762	-16,941	-15,656
Total funds brought forward		147,947	371,041	21,578	1,808,889	2,349,455
Total funds carried forward		161,383	366,652	13,816	1,791,948	2,333,799

Orpington Methodist Church
Balance Sheet as at 31 August 2024

	Note	General Fund Unrestricted	Designated Funds Unrestricted	Restricted Funds	Endowment Funds	Totals 2024	Totals 2023
		£	£	£	£	£	£
Fixed Assets							
Church building and other property	4		307,363		1,775,007	2,082,371	2,103,601
Total Fixed Assets						2,082,371	2,103,601
Current Assets							
Debtors and prepayments	5	22,936				22,936	9,809
Investments with TMCP		87,568	33,985			121,553	77,424
Central Finance Board Deposits		76,117	21,015	5,687		102,819	118,045
Cash at bank and in hand		46,485		14,698		61,183	35,702
Total Current Assets		233,106	55,000	20,385		308,491	240,980
Current Liabilities							
Creditors (due in under 1 year)	6	10,300				10,300	10,782
Total Current Liabilities		10,300				10,300	10,782
Net Current Assets							
		222,806	55,000	20,385		298,191	230,198
Total assets						2,380,563	2,333,799
Funds of the Church							
General Fund (Unrestricted)		222,806				222,806	161,382
Designated Funds (Unrestricted)			362,363			362,363	366,652
Total Unrestricted Funds						585,171	528,034
Restricted Funds				20,385		20,385	13,816
Endowment Funds					1,775,007	1,775,007	1,791,948
Total Funds		222,806	362,363	20,385	1,775,007	2,380,563	2,333,799

Approved by the Board of Trustees on 23rd April 2025 and signed on their behalf by:


Revd Duncan McBain
Chairman
24/4/25


Mr. Franklin Brew
Treasurer
23/4/25

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Land and Buildings owned on 1st September 2017 were valued at deemed cost as permitted by FRS102 when accounts are first prepared under the transitional arrangements. For land, a market value was made by Ibbett Mosely and for fixed assets the discounted replacement cost (DRC) was calculated.

On the basis that there is no evidence of a permanent endowment, it is assumed that the money donated to build the premises was on the expectation of their long term use and so the fair value of the land, the buildings and the organ on a DRC basis is taken as their deemed historical cost under FRS102, and treated as belonging to an expendable endowment for the Church's general purposes.

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

(b) Fixed assets

All fixed assets over £5,000 are capitalised.

(c) Depreciation

Land	Not depreciated
Buildings	75 years
Organ	75 years
Furniture and Fixtures	5 years

These expected useful lives, which represent a standard/initial assessment for each asset class, have been reviewed against current assumptions of each asset's likely further useful life. No significant changes are considered necessary at this time.

(d) Income recognition

Income is brought into account when there is entitlement and the amount is reliably measurable once it is more likely than not that economic benefit of the income will be forthcoming.

(e) Expenditure

This is recognised when a liability is incurred, or a constructive obligation arises, where the amount is reliably measurable and it is considered more likely than not that there will be an outflow of economic benefit.

(f) VAT

The church is not VAT registered so any VAT incurred is charged with the expense to which it refers.

(g) Receivables and Payables, Bank and Cash (Basic Financial Instruments)

Debtors are stated at the amounts owed to the Church or prepaid. Creditors are initially recognised at settlement amount after trade discounts, where normal credit terms apply, or the amount advanced to the Church. Subsequently creditors that are current liabilities are measured at the cash or other consideration expected to be paid. The liquid funds of bank balances and deposit fund are shown at their realisable values. Monetary Assets are held either by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees if received through a legacy of greater than £20,000, or as Methodist Central Finance Board Deposits or in local bank accounts.

(h) Funds

The funds held constitute General Funds held for any purpose of the Church which are unrestricted. Restricted Funds are held for narrower purpose. Where the Church holds money that may not be spent and must be retained (as capital) to generate an income, the money or assets to be retained are classified as an Endowment Fund. The capital will be shown in the balance sheet in the column for endowment funds. The income may be restricted or unrestricted depending upon the terms of the endowment. Details of each material fund are disclosed in notes 11 and 12.

(i) Monies raised for Other Organisations

From time to time the Church has appeals for other Charities; for example at Lent, Harvest and Christmas. As the Church is acting as an agent, the funds received are not recognised as an asset because the funds are not within the Church's control. Consequently, the receipt of funds where the Church is acting as an agent are not recognised as income, nor is its distribution recognised as expenditure. Details of these funds are shown in Note 14.

2. Net Income/(Expenditure)

These are stated after charging

	2024	2023
	£	£
Depreciation	21,230	21,230
Independent Examiner's Remuneration	0	0
Total	21,230	21,230

3. Trustees and employee information

a) Trustee information

No remuneration was paid to or waived by any Trustee during the year (2023: £nil). No expenses were reimbursed to Trustees during the year (2023: £nil).

The Church has insurance with Methodist Insurance with a total cost of £7,585 (2023: £6,864). This premium includes indemnity insurance for the Trustees.

b) Employee information

Employee numbers

	2024	2023
Number of staff	2	2
Full time equivalent	0.88	0.71
Total		

Employee costs

	2024	2023
Salaries and employment costs	26,391	19,485

No employee received remuneration of more than £60,000 during the year (2023: nil)

The charity considers its key management personnel to be the Trustees and the Minister. The Trustees give their time freely and the Minister's salary is paid by the Circuit, so there are no key management costs to report (2023: £nil).

4. Tangible fixed assets

	Land	Buildings	Organ	Furniture & Fixtures	Total
	£	£	£	£	£
Cost					
As at 31 August 2023 and 2024	589,000	1,530,157	62,080	11,138	2,192,375
Depreciation					
At 1 September 2023	0	72,669	4,968	11,138	88,775
Charged in the year	0	20,402	828	0	21,230
Disposals					
At 31 August 2024	0	93,071	5,796	0	110,005
Net Book Value					
At 31 August 2024	589,000	1,437,086	56,284	0	2,082,370
At 31 August 2023	589,000	1,457,488	57,112	0	2,103,600

5. Debtors and prepayments

	2024	2023
	£	£
Gift Aid	6,576	1,753
Hire of premises	13,066	5,329
Prepaid expenses	3,294	2,727
Total	22,936	9,809

6. Creditors (due in under 1 year)

	2024	2023
	£	£
Utilities	4,684	6,155
Other creditors	1,061	-
Advance rentals and deposits	4,555	4,627
	10,300	10,782

7. Funds

The designed fund for building development has been capitalised and will be depreciated over 75 years in accordance with the accounting policy.

	Balance as at 1 September 2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31 August 2024 £
Endowed Funds					
Property	1,118,250		7,670		1,110,580
Building Development	673,698		9,271		664,427
Total	1,791,948		16,941		1,775,007
Restricted Funds					
Internal Organisations	13,816	20,030	11,628	-1,833	20,385
Total	13,816	20,030	11,628	-1,833	20,385
Designated Funds					
Community Development	55,000				55,000
Building Development	311,652		4,289		307,363
Total	366,652		4,289	-	362,363
General Funds					
Property & Society	134,944	185,307	150,810	1,833	171,274
Legacies	26,439	37,500	12,405	-	51,534
Total	161,383	222,807	163,215	1,833	222,808
Total Unrestricted Funds	528,035	222,807	167,504	-	585,171
Total Funds	2,333,799	242,837	196,073	-	2,380,563

Endowed Funds

Property	Represent funds used in purchasing land and buildings for the Church's general purposes
Building Development	Represents funds donated to the Church with the express wish to fund the building development project

Restricted Funds

Internal Organisations	Represents funds held in the various Church organisations to carry out their activities (Note 15).
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Designated Funds

Community Development	Represents funds designated from general funds towards developing the Church's work in the local community
Building Development	Represents funds designated from general funds towards the building development project

General Funds

Property	Represents undesignated monies retained to provide working capital to enable the Church to run and maintain its buildings and equipment.
Society	Represents undesignated monies retained to provide working capital to enable the Church to carry out its activities.
Legacies	Represents undesignated monies received from legacies.

Fund Transfers

During the year ended 31st August 2024 the following fund transfers were made:

- 2024: £1,833 (2023: £2,589) from the Restricted Internal Organisations Fund to the General Fund

8. Taxation

The Church is a charity within the meaning of Para 1 Schedule 6 Finance Act 2010. Accordingly the Church is potentially exempt from taxation in respect of income and capital gains to the extent that such income or gains are applied exclusively to charitable purposes. No tax charge arose in this period.

9. Agent funds

At times during the year and specifically at Lent, Harvest and Christmas, the Church raises monies for specific Charities, and passes the monies raised directly to them. As the Church is acting as those Charities' Agent, it does not include the amounts donated in its income and expenditure. The amounts concerned are detailed below:

	2024	2023
	£	£
Action for Children	107	173
All We Can	-	1,249
Methodist Homes	-	362
Bromley Brighter Beginnings	75	-
Bromley Borough Foodbank	265	483
Total	472	2,267

10. Internal Organisations

	Balance at 1/9/23	Incoming Resources	Outgoing Resources	Transfers	Balance at 31/08/2024
Junior Youth Club	680	2,772	1,962	733	757
Senior Youth Club	2,131	1,271	1,312	500	1,590
Wednesday Circle	298	182	125	100	255
Amateur Dramatics	2,053	4,017	3,978	0	2,092
Voluntary Youth Project	8,047	10,746	3,801	0	14,992
Art Club	607	1,042	449	500	700
Total	13,816	20,030	11,628	1,833	20,385