

TRUSTEES' REPORT 2022/23

The trustees present their report and financial statements for the year ended 31 August 2023.

1. OBJECTIVES AND ACTIVITIES

In 1968 the congregation of Parchmore Road Methodist Church began to explore the interrelated development of community and church, committing Parchmore Road Methodist Church to working *with* as well as *for* people in a non-directive approach, enacting the calling of the Methodist Church to be a good neighbour to people in need and to challenge injustice. Projects are delivered wherever possible in partnership with local people and other agencies and voluntary groups. In taking this approach, the Managing Trustees have due regard for the Charity Commission's guidance on public benefit when exercising any powers or duties to which the guidance is relevant.

(1) Key Aim

To work with the community to enhance the quality of life of the people in Thornton Heath and the surrounding area, regardless of race, colour, nationality, ethnic or national origins, culture, gender, age, religious belief, disabilities, sexual orientation and marital status.

(2) Objectives

To work with others to:

- offer support and care to enable the development of groups and individuals
- enable individuals to develop their own sense of wholeness and wellbeing
- assist individuals, enabling them to maintain dignity and independence
- offer advocacy
- offer the high quality and accessible services required of third sector voluntary organisations
- challenge inequalities and reduce social exclusion
- encourage and develop a sense of community
- offer a resource of buildings and people to the local community
- offer opportunities for volunteering
- disseminate information from statutory and voluntary networks to local people

2. ACHIEVEMENTS AND PERFORMANCE

This year has been one of stabilising and rebuilding after the challenges of the Covid pandemic. We have previously reported the impact of the Covid pandemic on Parchmore Road Methodist Church and Community Centre (PMCCC) finances because of the closure of the premises due to public health guidance. This impact was

exacerbated by Croydon Council experiencing significant financial challenges following the issue of a Section 114 notice. It was in this context that PMCCC regrettably had to close many strands of its community engagement activities and the roles of three staff members were made redundant.

2022/23 was a year of relative stability following the challenging decisions needed during the Covid pandemic and its immediate aftermath. The trustees reviewed and amended the lettings charges for all spaces within the premises to aid our financial sustainability; the charges were reviewed after information had been gathered about the lettings charges of other community spaces in the surrounding area. The premises are now in regular use by six community groups, five of which were also using the premises pre-Covid. There is the potential to use the services of a company to advertise our community spaces more widely; however, the benefits are being weighed against the challenges of managing lettings with the capacity of our volunteers.

PMCCC's finances have greatly improved in the past two years. This improvement is due to the generosity of church members in making their freewill offering to support PMCCC and the increase in lettings income. The Finance & Property Committee meets regularly to oversee PMCCC finances and the needs to maintain and develop the premises.

The Parchmore Lunch Club was a significant means of supporting local older people pre-Covid. In August 2023, several trustees and people previously involved in the lunch club met to discuss the possibility of re-opening the lunch club. It was agreed this would be of benefit to the local community and there were several offers of help to enable the re-opening. It is envisaged the lunch club would initially open to a small group of people on a limited basis and then grow organically. This matter would be taken to PMCCC trustees in the autumn of 2023 for their consideration.

Parchmore Road Methodist Church runs a coffee morning on the second Tuesday of each month. The coffee morning provides a valuable opportunity for church members to meet over refreshments to chat and play games. It is open to the wider community, although it is not currently being advertised locally other than through church members talking with their neighbours.

Members of Parchmore Road Methodist Church will also participate in a community audit in the second half of 2023. This audit parallels those being conducted for the communities in which all the churches of the Croydon Methodist Circuit are situated. The research is designed to help churches to gain a greater understanding of their local community, especially since the nature of their community may have changed due to the impact of Covid and other factors. The community audit will involve conversations and questionnaires to engage with local people and supported by data about the local community. The findings of the community audit will be assessed in early 2024 so they can inform decision-making locally and in the wider Croydon Methodist Circuit. The Croydon Methodist Circuit are seeking the appointment of a diaconal minister from 1 September 2024. Deacons within the Methodist Church in Britain are members of the Methodist Diaconal Order and whose ministry is focused outward on the needs of the local community. The deacon would offer pastoral support to three churches alongside a presbyter and also be a Circuit Mission Enabler,

supporting local churches to engage missionally with their local community. It is hoped the community audits will enable creative thinking and engagement in PMCCC and in the wider circuit to develop our engagement with the local community.

PMCCC is grateful to the members of Parchmore Road Methodist Church and others for their commitment in supporting our ongoing work, especially with the significant challenges we have faced in the recent past.

3. FINANCIAL REVIEW

The total income of £94,914 and expenditure of £96,767 gives an operational deficit for the charity for the year of £1,853.

The cost of the maintenance and management of the property was covered by contributions from congregational giving, gift aid claims, activities using the building and rent from the flat at 55 Parchmore Road. Repair and maintenance this year amounted to £32,742.

(1) Reserves Policy

It is the policy of Parchmore Road Methodist Church to maintain a balance of unrestricted funds (if possible) which equates to three to six months' expenditure. The Managing Trustees consider that reserves at that level will ensure that, in the event of a significant drop in funding, the charity's current activities can continue whilst ways in which additional funds may be raised are considered. With professional guidance, grant applications are being submitted to new and more diverse sources of public and private sector funding to support both the delivery of community services and management and development of the property. Currently our reserves are £33,635 which equates to four months expenditure at current levels.

(2) Risks

The Managing Trustees have assessed the major risks to which Parchmore Road Methodist Church is exposed and are satisfied that systems are in place to mitigate exposure to these risks.

4. STRUCTURE, GOVERNANCE AND MANAGEMENT

- (1) Parchmore Road Methodist Church is a registered charity (number 1129382). Parchmore Road Methodist Church is part of the Croydon Circuit of the Methodist Church in Britain. Parchmore Road Methodist Church is subject to *The Constitutional Practice and Discipline of the Methodist Church* which is published annually by the Methodist Church and sets out the legal and formal framework within which it carries out its life and mission. Parchmore Road Methodist Church holds an annual General Church Meeting according to the requirements of *The Constitutional Practice and Discipline of the Methodist Church*. Despite income falling below the £100,000 threshold which requires us

to register as a Charity with the Charity Commission, the Church Council felt it is prudent to review our registration and maintain it currently.

- (2) According to the requirements of *The Constitutional Practice and Discipline of the Methodist Church*, Parchmore Road Methodist Church is required to appoint Managing Trustees, known as the Church Council. The Church Council of Parchmore Road Methodist Church meets quarterly at least, and additionally as the need arises.
- (3) Parchmore Road Methodist Church is an unincorporated association which undertakes church and community activities as Parchmore Methodist Church and Community Centre. This is sometimes shortened to 'The Parchmore Centre' for purposes of brevity.
- (4) The Church Council is authorised to appoint committees which will have authority in their own areas of responsibility to initiate action, to advise the Church Council and to report to it, being subject to its authority and oversight. The Managing Trustees of Parchmore Road Methodist Church remain ultimately responsible in law for the oversight and management of Parchmore Methodist Church and Community Centre.
- (5) The varied and changing nature of both the work of Parchmore Road Methodist Church and its social and economic context requires well-resourced, effective management of changing financial and human resources, and the provision of specialist advice to the Managing Trustees and staff of Parchmore Road Methodist Church. This support and advice is provided by the Parchmore Community Centre Management Committee and the Parchmore Employment Management Committee.

(6) **Training**

The Managing Trustees of Parchmore Road Methodist Church review the training offered to new and existing members of the Church Council and other officeholders and volunteers. They continue to identify new training resources and opportunities.

5. ADMINISTRATIVE INFORMATION

The trustees who served during the period were:

Mr Hope Chitauo

Miss Maria Dilys Amuah

Mrs Doris Appiah Ewusi (resigned on 24 August 2023)

Mr George Brew (resigned on 9 July 2023)

Mrs Dunstana Davies

Revd Dr Stephen Day (Superintendent Minister of the Croydon Circuit of the Methodist Church in Britain)

Mrs Gloria Delopp

Mrs Linnett Desporte

Miss Gaynor Fraser (Safeguarding Officer)

Mr Mike McCallum (resigned on 3 October 2023)

Mr Daniel Nartey

Mrs Gertrude Nartey

Ms Lucy Njomo

Miss Lovelilly Odei-Bosompem

Mr Davies Okyere

Mrs Collis Rochester-Peart

This Trustees' Report was approved by the Church Council on Thursday 29 February 2024.

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Parchmore Methodist Church

FOR THE YEAR ENDED

31 August 2023

Croydon	Circuit	Circuit no.	35/41
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Registered Charity - Charity Registration number

1129382

**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:

Revd Stephen Day

Church Stewards:

Monica Addai

Maria Dilys-Amuah

Linda Kwesie

Emma Laryea

Davies Okyere

Treasurer:

Alan Mills

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	34,813		34,813	28,406
a3	Bank and CFB interest and Investment income	137		137	27
a4	Lettings	45,235		45,235	36,031
a5	Other receipts	14,729		14,729	45,511
a6	TOTAL RECEIPTS	94,914		94,914 (a7)	109,976

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share	20,355		20,355	30,013
b3	Donations	130		130	
b4	Repairs and Maintenance	48,905		48,905	33,431
b5	Utilities (Insurances, water charges, heating & lighting)	24,299		24,299	11,273
b6					
b7	Other payments	3,078		3,078	17,019
b8	TOTAL PAYMENTS	96,767		96,767 (b9)	91,736

SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(1,853)	(1,853)	18,240
c2	Total funds brought forward from last year		37,181	37,181 (c6)	18,941
c3	Sub total	(c1+c2)	35,328	35,328	37,181
c4	Transfers and adjustments				(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	35,328	35,328 (c8)	37,181 (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 above)		£		£
d1	Balance brought forward from last year		376		
d2	Offerings/Gifts - received for external organisations		35		376
d3	Offerings/Gifts - passed to external organisations		130		
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)	281		376

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 2023 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)	94,914 (a7)	96,767 (b9)	(1,853)	(c7)	37,181 (c6)	35,328 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	94,914	96,767	(1,853)		37,181 (x)	35,328 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F
STATEMENT OF ASSETS AND LIABILITIES
CHURCH - CASH FUNDS HELD at 31 August 2023

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	33,605	32,988
f3 Bank Deposit Account	2,768	
f4 Central Finance Board	4,337	375
f5 Trustees for Methodist Church Purposes		
f6 Other funds	(3,529)	1,965
f7 SUB TOTAL - Church accounts	37,181 (c6)	35,328 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	37,181 (x)	35,328 (y)

SECTION G
OTHER ASSETS and LIABILITIES

	At 1 September 2022	At 31 August 2023
g1 Investments (include Endowments)		
g2 Land & Buildings (see notes re Insurance value)	1,502,895	1,502,895
g3 Other Assets		
g4 Loan(s) - show amount outstanding at year end		
g5 Other Liabilities	(3,529)	1,965

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 . **Parchmore Methodist Church**

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2023 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  Date..... 13/3/2024...

Name and address of treasurer **Alan Mills 2 Buckingham Gardens, Thornton Heath**

Surrey, CR7 8AT

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2023 will be presented to the meeting of the Church trustees held on 29th February 2024.

Signature of the Chair of the meeting 

Name of the Chair of the meeting **Reverend Stephen Day** Date ... 13/03/24...

Independent Examiner's Report to the Trustees of the

Parchmore Methodist Church

Charity Number 1129382

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of Parchmore Methodist Church for the year ended 31 August 2023 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.

Name of Church Parchmore Methodist Church

Charity No. 1129382

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.

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 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 i

Adrian Beckett

Relevant i

40 Years Banking & Finance Management Accounting

Name of firm (where appropriate)

Address

24 Stanhope Avenue

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BR2 7JR

Date

28/2/24