

**THE METHODIST CHURCH
NORFOLK BROADS CIRCUIT**
Registered Charity No 1133008

**Trustees Annual Report and Financial
Statements
for the year ended 31st August 2024.**

CONTENTS

Title Page and Name of the Charity	1
Contents	2
Legal and Administrative Details of Charity	3-4
The Report of the Trustees	5-8
Statement of Trustees' Responsibilities	9

LEGAL AND ADMINISTRATIVE DETAILS

Trustees Norfolk Broads

The Trustees are appointed according to the constitution of the Methodist Church (see page 5).

The following Trustees have served during the period covered by this report:

(NB Names in *italics* indicate individuals holding more than one appointment to the Circuit Meeting)

Superintendent Minister:	Revd Andrew King
All Ministers/Probationers:	Deacon Sheralee Devitt
	Revd Judith Bell (from 1 st September 2023)
	Revd Donna Dodson
	Revd Katy Adams
Circuit Employees	Mr Shaun Cushion (Lay Worker)
Circuit Stewards:	<i>Jane Mackay (until 31st August 2024)</i>
	<i>Gordon Smith</i>
	<i>Glenda Tooke</i>
	Adrian Turner
	<i>Tim Alexander</i>
Secretary of Circuit Meeting:	<i>Vacant</i>
Secretary of Local Preachers:	<i>Shaun Cushion</i>
Elected Church Stewards:	Frances Brady
	Alan Riches
	Audrey Bensley (until 1 st February 2024)
	Paul Bacon
	Brenda Green
	Diana Jones
	Alan Croft
	Val Shreeve
	Paul Cooper
	Paul Monsey
	Alan Cooke
Elected Church Treasurer:	Rosemary Davis
	Gill Riches
	<i>Dorothy Ward</i>
	Andrew Moll
	Ben Milner
	Michael Blake
	Liz Draper
	Michael Farnsworth
	<i>Gordon Smith</i>
	Alan Moore
	Heather Westrup
	<i>Brenda Monsey</i>
	Jean Cooke
Elected Church Representatives	Christopher Palmer
	Jean Moy (1 st September 2023)
	Ann Holland
	Linda Peers
	<i>Jane Mackay</i>
	Andrew Ingram (until 31 st August 2024)
	Sarah Small
	Greta Brown
	Beryl Jones
	Sandra Jones (1 st March 2024)
	Peter Draper

Other Trustees:

Suzanne Gunton
Andrew Sayer
Terri Eaden (3rd November 2023)
Rosemary Whitmill
Maureen Turner
Josephine Woollorton
Linda Monsey
Tim Alexander
Sheila Farnsworth
Colleen Palmer
Linda Gibbons (until 2nd August 2024)
Marian Teager (until 31st August 2024)
Isobel Ashworth
Geoff Harding
Toni Haase

Trust Address

c/o 2 Bensley Close Acle NR13 3RD

Auditors Independent External Examiner

Fairhead Bradford
Chartered Certified Accountant
5 Queen Street, Gt Yarmouth, NR30 2QP

Bankers

Barclays Bank plc
40-42 Market Place, Great Yarmouth, Norfolk, NR30 1LX

Lloyds Bank plc
1-2 King's Street, Great Yarmouth, Norfolk, NR30 2BA

REPORT OF THE TRUSTEES

The Trustees have pleasure in presenting their report for the year ended 31st August 2022 under the Charities Act 1993, together with the audited financial statements for the year. We confirm that the latter comply with the requirements of the Act, the Trust Deed and the Charities Statement of Recommended Practice (SORP) 2005.

The Trust was registered on 1st February 2009 in accordance with the Charities Act 2011. Particulars of the charity's Trustees and professional advisers are given on pages 3 and 4.

Structure, Governance and Management

The charity is operated under the regulations of the Methodist Church as stated in *The Constitutional Practice and Discipline of the Methodist Church* with advice from Officers of the Methodist Church.

Governing Body

The Trustees are the Governing Body of the Trust.

Recruitment and Training of Trustees

The Charity Trustees are appointed to the roles identified on pages 3 and 4, for a designated period, either by direct election at the Circuit Meeting for Circuit Office Holders, or by individual Church Councils who elect their representatives to the Circuit Meeting.

Organisational Management

The management of the Trust is the responsibility of the Trustees. It is conducted through the Circuit Leadership Team and Finance and Property Committee. Circuit Staff and employees assist in the implementation of policies. Each Committee includes Trustees among its membership.

The day to day administration of the Circuit is the responsibility of the Superintendent Minister, the Secretary of the Circuit Meeting, the Circuit Treasurer, the Circuit Property Secretary and the Circuit Stewards.

Aims, Objectives and Activities

The objectives of the Norfolk Broads Circuit are those as set out for the Methodist Church of Great Britain in the Deed of Union 1932 and the 1976 Methodist Church Act.

The charitable objects are the purposes of the Methodist Church and these are 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 organization 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 Norfolk Broads Methodist Circuit 14/10

Mission Statement

TO FURTHER THE VISION AND PURPOSE OF THE NORFOLK
BROADS CIRCUIT

OUR VISION: *God's will for us is for us is not to be stuck, but to be lifted up to God's glory and drawn closer to God and closer to each other in loving service and fellowship.*

OUR PURPOSE: *To offer God's invitation to our world and our church to be drawn closer to God and closer to one another in acts of loving kindness.*
(Matthew 22 vs 34-40)

Achievements and Performance

The Norfolk Broads Circuit has sought to advance its aims and objectives during the year under review by continuing its life of worship and mission within communities in The Norfolk Broads Circuit and by providing support to local churches. Particular highlights include:

- continuing to support the Churches so that resources can be more effectively shared,
- providing resources to local churches by enabling the deployment of appropriate ordained and lay staff and by making specific grants in order to support pieces of work that advance our charitable objects and Circuit Policy.
- ensuring that the Circuit is sufficiently resourced for its mission by reviewing the annual budget and preparing a budget for 2024-25. This includes the recognition that rising costs for Circuit Staff plus maintenance of Circuit Properties.
- ensuring that all those who have contact with children, young people and vulnerable adults undertake an appropriate training course - the Foundation Module or Refresher of *Creating Safer Space*.
- holding of training events as and when appropriate.
- Supervision programme is held for all ministers (lay and ordained) in a pastoral role.
- Continuing to offer particular support (personnel, skills, finance) to agreed projects around the Circuit.
- The Circuit Administrator Mrs Annette Lown helps the Methodist Circuit fulfil its Administrative functions. .
- At Magdalen Way Methodist Church, the Rev Donna Dodson remains as an Associate Presbyter
- The Circuit continued with weekly zoom / on-line worship and were able to provide worship at home sheets and YouTube videos of the services.
- The Chapel buildings at Lingwood and Sutton were sold, as well as the manse at Burgess Close, Caister-on-Sea

- In August, a Circuit service was organised to celebrate 40 years of Local Preaching by Mrs Sheila Farnsworth, and by Mr Andrew Moll. The Revd Neville Khambatta was the Preacher
- In August, at Christchurch the wedding of Jane Mackay and Hermann Rhode took place, and the following week the final service took place at Christchurch, Great Yarmouth, both services led by the Rev Judith Bell

Financial Review

The Trustees report net incoming resources of £408,589. (Please refer to the notes of the accounts for explanation).

The net movement in funds for the year increased by £311,842

The Trustees are pleased to report that there were no special items relating to income or expenditure during the year. Details of this can be viewed under Circuit Model Trust Fund (unrestricted) funds reported in the SOFA for year ended 31 August 2024

The Trustees continue to keep all financial policies under review.

Investment Policy

In accordance with the Trust documentation, the Trustees have the power to invest in such stocks, shares, investments and property as they consider appropriate. The Trustees have used this power to invest in the funds of the Central Finance Board of the Methodist Church. In common with many other investment funds, the valuation of the funds showed a modest increase over the year.

The Trustees continue to monitor the funds of the Circuit to enable clear and prudent policy decisions on expenditure.

Risk Assessment and Management

During the year under review, the Trustees have maintained oversight of the major risks to which the charity is exposed, resulting in risk management strategies being implemented.

Risks to which the organisation may be exposed are identified by the Trustees and kept under regular review.

Reserves

It is the policy of the charity to hold reserves in its unrestricted funds which have not yet been committed or designated for any particular purpose. The Trustees have set aside these reserves in order to protect the future operations of the charity from the effects of any unforeseen variations in its income as part of a policy of good financial practice.

The Circuit Reserves Policy was reviewed during the year.

Public Benefit

The Trustees have reviewed the activities of the past year in line with the Charity Commission guidance on public interest benefit.

The aims and objectives of the Norfolk Broads Circuit are within those guidelines and are interpreted by the District as providing specific benefit to those who are members of the Methodist Church.

Future Plans

In addition to an ongoing commitment to provide effective resources for the members, local churches and within the Norfolk Broads Circuit, the Trustees are committed to:

- Further development of the Circuit Mission Policy
- Ensure the appointment and deployment of lay and ordained ministry throughout the Circuit.
- Aim to continue to employ a Circuit Administrator.
- Provide support for those who have oversight of safeguarding procedures for children, young people and vulnerable adults.
- Develop partnerships with other churches.

Auditors

A resolution proposing that Fairhead Bradford Chartered Certified Accountants be re-appointed as the independent external examiner of the charity will be put to the Annual General Meeting.

Rev. Andrew King
Trustee

Mrs Glenda Tooke
Trustee

Date: 7th April 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The 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), and that they show a true and fair view of the state of the Norfolk Broads Circuits affairs. 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 Norfolk Broads Circuit will continue in operation.

The Trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time, the financial position of the Norfolk Broads Circuit and enable them to ensure that the financial statements comply with the Charities Act 2011 and Trust Deed. They 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.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charity's auditors are unaware.
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

ACCOUNTS FOR THE YEAR ENDED 31 August 2024

Norfolk Broads Circuit

SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		172072			172072	182827
a3	Capital receipts		—	522624		522624	
a4	Bank and CFB Interest and Investment income		2514	8952		11466	2307
a5	Grants						
a6	Other receipts		24365			24365	32388
a7	TOTAL RECEIPTS		203951	531576		735527 (a8)	217522

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		173378			173378	165570
b3	Manse Costs		36331			36331	37997
b4	Administration etc		7198	13		7211	5407
b5	District Assessment		41212	110		41322	41519
b6	Grants & donations			1000		1000	—
b7				137050		137050	—
b8	Other payments		27393			27393	11886
b9	TOTAL PAYMENTS		285922	138173		423685 (b9)	262379

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	8561	393403		311842	(44857)
c2	Total funds brought forward from last year		92337	4410	—	96747 (c6)	141604
c3	Sub total	(c1+c2)					96747
c4	Transfers and adjustments		100000	(100000)		— (c7)	—
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	110776	297813		408589 (c8)	96747 (c6)

SECTION D						
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS (these amounts should not be included in total receipts/payments above)						
d1	Balance brought forward from last year					
d2	Offerings/Gifts - received for external organisations				1359	1538
d3	Offerings/Gifts - passed to external organisations				1359	1538
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)					

Name of Circuit Norfolk Broads No 14/10

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~~/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 m Bk

Name of independent examiner Michael Brock

Relevant professional qualification of independent examiner A.C.T.B.

Name of firm (where appropriate) n/a

Address 65 Winifred Way, Caister-on-Sea,

Great Yarmouth Post Code NR30 5PE

Date 14 December 2020

* delete or circle as appropriate