



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	9	2022		31	8	2023

## Section A Reference and administration details

**Charity name** Lichfield Methodist Church

**Other names charity is known by**

**Registered charity number (if any)** 1134083

**Charity's principal address** Backcester Lane

Lichfield

Staffordshire

**Postcode**

WS13 6JH

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Wendy Walker	Probationary Minister (chair)		Ex-officio
2	Barbara Barker	Steward		General Church Meeting
3	Cathy Ackroyd	Steward		General Church Meeting
4	Tina Hayes	Steward		General Church Meeting
5	Jon Woolf	Steward Outreach & Mission Group Co-ordinator		General Church Meeting Church Council
6	David Parker	Steward	01.09.2022–18.12.2022	General Church Meeting
7	Nigel Harding	Steward GCM Rep to CC	18.05.2023–31.08.2023 01.09.2022–18.05.2023	General Church Meeting General Church Meeting
8	Sally Hogan	Steward	18.05.2023- 31.08.2023	General Church Meeting
9	Andrew Poole	Steward	18.05.2023- 31.08.2023	General Church Meeting
10	Howard Willis	Church Treasurer		General Church Meeting Extra Church Council
11	Ellen Gibbon	CC Secretary	01.09.2022–26.02.2023	General Church Meeting
12	David Barton	CC Secretary	25.05.2023–31.08.2023	Extra Church Council
13	Anne Brown	Pastoral Cttee Sec	01.09.2022–17.10.2022	Church Council
14	Sue Coley	Pastoral Cttee Sec	17.10.2022 –1.08.2023	Church Council
15	David Gowdy	Circuit Steward		Circuit Meeting
16	Mark Hambly	Safeguarding-Adults	25.05.2023 – 1.08.2023	Extra Church Council
17	Carole Hicks	Safeguarding-Adults	01.09.2022 – 8.02.2023	Church Council
18	Richard Coleman	F & P Committee		Church Council
	vacancy	MHA rep to Circuit		Church Council
19	Matthew Bates	Finance & Property Committee		Feb 2022 Church Council

20	Alison Statham	Pastoral Committee Methodist Cafe		Church Council Church Council
21	John Yates	Tamworth House Treasurer		Church Council
22	Anne Westoby	Safeguarding – Youth Supt Trailblazers	Sept 2022 – April 2023	Church Council Church Council
23	Gill Woolf	Worship Consultation		Church Council
24	Diana Pearson	Ecumenical Affairs		Church Council
25	Keith Watterson	Booking Secretary		Church Council
26	Peter Walker	GCM Rep		General Church Meeting
27	Paul McDermott	GCM Rep		General Church Meeting
28	Gill Silverwood	GCM Rep	01.09.2022–22.10.2022	General Church Meeting
29	Anthea Hockney	GCM Rep		General Church Meeting
30	Michael Newell	GCM Rep	01.09.2022–27.11.2022	General Church Meeting
31	David Shaw	GCM Rep		General Church Meeting
32	Jane Parker	GCM Rep		General Church Meeting
33	Susan Hambly	GCM Rep		General Church Meeting
34	Jenny Yates	GCM Rep		General Church Meeting

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

<b>Name</b>	<b>Dates acted if not for whole year</b>
The Trustees for Methodist Church Purposes	
(Custodian Trustee)	

**Names and addresses of advisers (Optional information)**

<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. Trust deed, constitution)	Deed of Union (1932) Methodist Church Act (1976)
How the charity is constituted (eg. Trust, association, company)	Act of Parliament
Trustee selection methods (eg. Appointed by, elected by)	Appointed by Church Council / General Church Meeting / some ex-officio

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Training

- Range of guidance produced by Methodist Connexion available to all trustees on line
- Charity Commission Guidance CC3 'The Essential Trustee' given to each existing trustee (Dec 2015) and to be given as a matter of course to new trustees

#### Structure

- Part of Tamworth & Lichfield Circuit
- Accountable to the Methodist Conference

#### Risks

- Discussed by Church Council
- Take professional advice as required
- Adopted Safeguarding Policy

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Set out in the Methodist Church Act 1976

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

The Christian faith in accordance with the doctrinal standards and 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.

The Church is part of a Circuit quarterly preaching plan to ensure regular acts of worship take place. These are open to all people, without charge.

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

Local Churches, Circuits and Districts are not defined as (external) grantmaking bodies

The main part of our church activities is undertaken by lay persons (volunteers)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

# Achievements and performance

## Summary of the main achievements of the charity during the year

The church membership welcomed a new probationary Minister and a new Family Worker at the start of the year, both of whom have brought new ideas and enthusiasm into the church.

Sunday Morning Worship continues with diverse worship styles. A new breakfast Service RISE! has been introduced at the earliest Sunday morning Service, alternating each week with a more traditional form of worship. Mid-morning a 'Blended' form of Service takes place, mixing different styles of worship. Sermons have frequently been planned according to themed series, such as "What Makes a Methodist," "Journey with John through Lent," and "A Different Kind of Kingdom."

Ongoing Church Activities have continued including Youth Fellowship, Boys Brigade, Brownie Groups, Tiddlers Toddlers, various Bible Study Groups, MWiB (Womens Network), Ladies Lunch Club, Wesley Guild, Music Group and Men's Lunch Club. A Mens Breakfast is held on a number of Saturdays for those who work, especially those with younger families. **(I wasn't aware of this emphasis)**. Causeway, a fellowship group for adults with additional needs, that has been meeting on the premises for several years, was brought under the responsibility of Church Council as a ministry of Lichfield Methodist Church, with the minister frequently in attendance.

PARTICIPATE! – a (non-denominational) club for all aged 4-12 years continues to share food, have fun, explore the Bible, join in with activities, crafts and discussions with a focus of discipleship every 1st and 3rd Sunday in the month during term time. In Autumn 2022 members of the group attended 3Generate and in Spring 2023 attended Amplify – a District residential event held at a pioneer centre in Shropshire.

Our new Family Worker has been active in many of the church groups and ~~has visited~~ regularly visits local schools to lead worship and assemblies and assist at lunchtime clubs. Some of this contact has been in collaboration with the Lichfield Urban Saints team and 'Open the Book': a project that goes into schools to share Bible stories. This has enabled her to forge links with the wider community, inviting people to explore more of the church's activities and worship. Various family centred events have been organised: Woodland Crunch, Christingle, Holiday Club and an Easter craft morning. An initiative, 'Wonderfully Made', has been set up in collaboration with, the local Baptist Church, on their site, to offer a welcoming space to support parents and carers who care for children with additional needs.

The Church continues with an extensive pastoral system. The minister sometimes takes Communion to the homes of those who are house-bound. Newcomers' teas are held to welcome people new to the church. This is a dementia friendly church signed up to the Dementia Action Alliance.

The Outreach & Mission Co-ordinating Group continued to encourage and facilitate the whole church to engage in mission and make new disciples. This is done by supporting the established Groups and the activities of the Coffee Shop (open to the public and accepting vouchers from clients of the Foodbank and a local women's refuge scheme). Additionally, it considers new forms of outreach eg the promotion of eco-friendly initiatives. The church has a FairTrade Policy.

In the latter months of the church year the Mission of the church was organised into Ministry Clusters to facilitate communication between different groups and working together as a church body. As a consequence the Mission and Outreach Co-ord Group has been dissolved and its remit incorporated into the new set up.

Use of social media has been used to promote the church's activities and presence in the City.

In September 2022 the Eco-church Action Group ran a successful event in conjunction with Transition Lichfield at the beginning of the national Great Big Green Week. A special eco-centred service took place the following day.

In June 2023 the church was awarded recognition as a Faith Place of Sanctuary, an initiative affiliated with City of Sanctuary UK which is a movement of welcome and support for refugees. The church hosted a Tent of Nations event in 2023. (The organisation seeks to support the Palestinian non-violent struggle for justice and freedom from Israeli Occupation.)

Members of the church through Churches Together in Lichfield continue to be involved in helping at a foodbank in the city and with Late Night Listeners????, a Saturday night initiative in Lichfield City Centre.

Fund raising for the support of the church has taken place including; some proceeds from the coffee shop, stalls selling cakes & other goods, musical entertainments & afternoon teas. Fundraising for local and national charities has also taken place. The appeal at Christmastime for Shoeboxes to be sent to children overseas was again well supported.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

Funds are retained to meet the annual assessment costs, premises costs and employment costs.  
Fundraising events are organised.  
Finance Committee meets in the year and reports to Church Council.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Source of Funds:-  
Weekly offerings, tax recoveries, donations, fundraising events, rental income from property owned by the Methodist Church.

## Section F

## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Joanna Louise Thornton</i>	<i>A.J. Hockney</i>
Full name(s)	JOANNA LOUISE THORNTON	ANTHEA JEAN HOCKNEY
Position (eg Secretary, Chair, etc)	Chair	AUTHORISED TRUSTEE
Date	9/6/24	

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

**Lichfield Methodist**

**Church**

**FOR THE YEAR ENDED**

**31 August 2023**

<b>Tamworth &amp; Lichfield</b>	<b>Circuit</b>	<b>Circuit no.</b>	<b>05/09</b>
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**Registered Charity - Charity Registration number**

1134083

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 Wendy Walker

Church Stewards:

Barbara Barker	\
Annette Phillips	
Cathy Acroyd	
Tina Hayes	
Jon Woolf	

Treasurer:

Howard Willis

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	<b>RECEIPTS</b>	<b>Note</b>			
a2	Offerings and Tax recovered	98,021		<b>98,021</b>	94,246
a3	Bank and CFB interest and Investment income	3,705		<b>3,705</b>	505
a4	Lettings	61,563		<b>61,563</b>	52,115
a5	Other receipts	12,857		<b>12,857</b>	9,687
a6	<b>TOTAL RECEIPTS</b>	<b>176,146</b>		<b>176,146</b> (a7)	<b>156,553</b>

SECTION B					
b1	<b>PAYMENTS</b>				
b2	Circuit Assessment or Share	96,610		<b>96,610</b>	95,086
b3	Donations	1,148		<b>1,148</b>	6,924
b4	Repairs and Maintenance	29,920		<b>29,920</b>	26,056
b5	Utilities (Insurances, water charges, heating & lighting)	14,442		<b>14,442</b>	11,707
b6	Lay Worker	18,234		<b>18,234</b>	
b7	Other payments	8,878		<b>8,878</b>	6,549
b8	<b>TOTAL PAYMENTS</b>	<b>169,232</b>		<b>169,232</b> (b9)	<b>146,322</b>

SECTION C					
c1	<b>NET RECEIPTS/PAYMENTS FOR THE YEAR</b> (a6-b8)	6,914		<b>6,914</b>	10,231
c2	Total funds brought forward from last year	143,490		<b>143,490</b> (c6)	133,259
c3	<b>Sub total</b> (c1+c2)	150,404		<b>150,404</b>	<b>143,490</b>
c4	Transfers and adjustments				(c7)
c5	<b>TOTAL FUNDS AT END OF YEAR</b> (c3+c4)	<b>150,404</b>		<b>150,404</b> (c8)	<b>143,490</b> (c6)

SECTION D			
d	<b>FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS</b> (these amounts are not to be included in total receipts/payments figures above)	£	£
d1	Balance brought forward from last year		248
d2	Offerings/Gifts - received for external organisations	1,328	
d3	Offerings/Gifts - passed to external organisations	1,328	248
d4	<b>BALANCE STILL TO BE PAID</b> (d1+d2-d3)		



**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	Boys Brigade	685	685			1,782	1,782
e2	Toddlers	851	800	51		40	91
e3	Catering	10,287	10,013	274		4,833	5,107
e4	Wesley Guild	924	902	22		43	65
e5	Methodist Women in Britain	1,609	1,717	(108)		450	342
e6	Youth Club		40	(40)		227	187
e7							
e8	Sub total of Internal Organisations funds	14,356	14,157	199		7,375 (e11)	7,574 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	176,146 (a7)	169,232 (b9)	6,914	(c7)	143,490 (c6)	150,404 (c8)
e10	<b>TOTAL CASH FUNDS HELD BY CHURCH</b>	<b>190,502</b>	<b>183,389</b>	<b>7,113</b>		<b>150,865 (x)</b>	<b>157,978 (y)</b>
Continue on a separate sheet if necessary and bring the totals forward		<b>TOTAL RECEIPTS</b>	<b>TOTAL PAYMENTS</b>				

**SECTION F****STATEMENT OF ASSETS AND LIABILITIES**

CHURCH - CASH FUNDS HELD at 31 August 2023		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand	42	36
f2	Bank Current Account	22,663	32,778
f3	Bank Deposit Account	9,062	14,309
f4	Central Finance Board	75,488	76,171
f5	Trustees for Methodist Church Purposes	36,235	27,110
f6	Other funds		
f7	<b>SUB TOTAL - Church accounts</b>	<b>143,490 (c6)</b>	<b>150,404 (c8)</b>
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	<b>7,375 (e11)</b>	<b>7,574 (e12)</b>
f9	<b>TOTAL CASH FUNDS HELD BY CHURCH</b>	<b>150,865 (x)</b>	<b>157,978 (y)</b>

**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)	5,317,699	5,459,893
g3	Other Assets		
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)

## 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.....

Name and address of treasurer    Howard Willis

134 Beacon Park Village, Lower Sandford Street Lichfield    Post Code WS13 6JZ

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2023 were/will be\* presented to the meeting of the Church trustees held on .....

Signature of the Chair of the meeting .....

Name of the Chair of the meeting ..... Date .....

## Independent Examiner's Report to the Trustees of the

### Lichfield Methodist Church

Charity Number 1134083

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Lichfield Methodist Church for the year ended 31 August 2023 set out on pages 2 to 3. 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.

**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 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 .....

Name of independent examiner K H Goldsworthy

Relevant professional qualification of independent examiner FFA Incorporated Financial Accountants

Name of firm (where appropriate) .....

Address 30 Fotherley Road, Shenstone, Lichfield, Staffs. WS14 0NT

Date 1 March 2024

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

**Lichfield Methodist**

**Church**

**FOR THE YEAR ENDED**

**31 August 2023**

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Signature of treasurer ..... Date.....

Name and address of treasurer    Howard Willis

134 Beacon Park Village, Lower Sandford Street Lichfield    Post Code WS13 6JZ

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2023 were/will be\* presented to the meeting of the Church trustees held on .....

Signature of the Chair of the meeting .....

Name of the Chair of the meeting ..... Date .....

## Independent Examiner's Report to the Trustees of the

### Lichfield Methodist Church

Charity Number 1134083

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Lichfield Methodist Church for the year ended 31 August 2023 set out on pages 2 to 3. 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.

**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 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 .....

Name of independent examiner K H Goldsworthy

Relevant professional qualification of independent examiner FFA Incorporated Financial Accountants

Name of firm (where appropriate) .....

Address 30 Fotherley Road, Shenstone, Lichfield, Staffs. WS14 0NT

Date 1 March 2024