



**TRUSTEES REPORT & ACCOUNTS FOR THE YEAR  
ENDED 31 AUGUST 2024**



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## **Administration**

**Charity Registration No: 1134517**

### **Names of Trustees:**

Revd H. Elaine Joseph (Superintendent)

Easmon Lavalley (Secretary till March 22)

Josephine Nanor (Secretary from March 22)

Val McCallum (Assistant Treasurer)

Robin Sharp

Ingrid Yarde

Kwasi Amoah

Veronica Boateng

Florence Doherty

Rupert Mikely

Bevan Powell

David Boampong

Eric Oduro

Bill Phillip

Bevan Powell

Kofi Baah

### **Stewards (*ex-officio* Trustees)**

David Boampong

Veronica Boateng

Florence Doherty

James Howard

### **Superintendent Minister**

Revd. H. Elaine Joseph

### **Registered Address**

25 High Street, Harlesden,  
London, NW10 4NE.

### **Bankers:**

HSBC Bank Plc

22 Victoria Street, Westminster, London, SW1H 0NJ

Central Finance Board of the Methodist Church (CFB)

9 Bonhill Street, London, EC2A 4PE

### **Advisors:**

Trustees for Methodist Church Purposes (TMCP)

Central Buildings, Oldham Street, Manchester, M1 1JQ

### **Independent examiners:**

GMAK Services Limited

Flat 1, 26 Lansdowne Road, London W11 3LL

## **Governance and Management**

The Managing Trustees (Church Council) have overall responsibility for ensuring the proper administration of the charity; the safeguarding of the assets of the charity; the records of account and the compliance with all relevant laws and regulations.

## **Committees/Membership**

The main committees are Finance & Property, Pastoral and Church Council. These committees are accountable to the charity and are charged with examining the effectiveness of the system of governance and making recommendations to the managing trustees. The overriding strategy for the life and mission of the charity is the responsibility of the managing trustees.

The church and Trustees would like to wish Revd H Elaine Joseph a happy retirement and welcomes Revd SangWoo Seo to the church, effective 1 September 2024.

The church currently has membership of about 150 adults and the total community roll is about 400, including children.

## **Charitable Objectives and Mission Statement**

The calling of the Methodist Church is to respond to the gospel of God's love in Christ and to live out its discipleship in worship and mission. It does this through:

Worship, Service, Evangelism and Learning & Caring

In partnership with others wherever possible, the Methodist Church will concentrate its prayers, resources, imagination and commitments on this priority:

*To proclaim and affirm its conviction of God's love in Christ, for us and for all the world; and renew confidence in God's presence and action in the world and in the Church*

As ways towards realizing this priority, the Methodist Church will give particular attention to the following:

- Underpinning everything, we do with God-centred worship and prayer;
- Supporting community development and action for justice, especially among the most deprived and poor - in Britain and worldwide;

- Developing confidence in evangelism and in the capacity to speak of God and faith in ways that make sense to all involved;
- Encouraging fresh ways of being Church.
- Nurturing a culture in the Church which is people-centred and flexible

### **Mission Statement of Harlesden Methodist Church**

Harlesden Methodist Church has developed a mission statement setting out key policies. In summary it states the following objectives:

- Make disciples of Jesus Christ
- Encourage and support young people in the church and beyond
- Serve local community and wider world in both spiritual and practical ways
- Unite with fellow Christians locally and throughout the world
- Recognize and celebrate our unity and diversity and work to overcome division

### **Review of Activities**

The church is fully opened with most activities back to pre-pandemic level. Governance meetings were conducted via Zoom for the church year, with occasional meeting after services. Worship services are conducted face to face with an option to join via Zoom primarily for the housebound members. We have seen an increase in the average participation at Sunday worship from 50 to 60.

Although, not meeting in person, the various fellowship group leaders have continued to support their members through telephone and various social media and meeting online, when possible.

In response to our mission to serve the local community, the church continued to maintain strong links to the community and participate in various Brent Council forums to address challenges faced in the neighborhood especially on antisocial behaviours and how to help make the streets safer. The 2020 shutdown contributed to the exacerbated antisocial behavior on Harlesden High Street with the church premises and the Day Nursery being severely impacted by such behaviors. The Trustees have raised their concerns and have been working with the Police and Brent

council to find a solution. Planning application is in progress to build railings to deter antisocial behaviour, but the church is also mindful in projecting an inclusive environment where all are welcomed to the place.

In partnership with other denominations the church continued to support Horizons Fresh Food Bank, to meet on our premises and distribute food provided through the Felix Project and City Harvest. The Food Bank is run by local church and community volunteers, who continued to meet every Friday throughout the pandemic, with around 90 people per week being helped.

We opened up on church premises space vacated by the Nursery, an Affordable shop, receiving donations of secondhand household items, cloths, toys and other items for sale. Visitors to the space were able to pay what they could afford for the items they wished to purchase. This is additional ministry to support the community and raise funds for the church.

The Church continued to house a Syrian Refugee family in one of its flats.

One of the outstanding successes has been the merger of Harlesden and Notting Hill Methodist churches into one circuit from 1 September 2024. Each had remained a church and a circuit on its own for many years, but through the leadership of the District and respective Trustees, resources have been put together to serve the broader community and to forge new partnerships.

## **Financial Review**

### **Income:**

The church's sources of income are primarily through rent income from regular users of its premises, residential letting and voluntary donations from its generous members. Total income during the year was £172,100 (2023: £144,100), an increase of £12,000 explained primarily by grant receipt of £21,000 and general increases in donations to support projects in the church. The church is still looking for loan and grants to help refurbish the residential flat that has remained vacant since October 2022. All funds of the church are unrestricted at the end of the reporting period.

Total sources of income are primarily made up of the following:

- Offerings and Gift aid constituted 32% (2023:32%) of its total fund, reflecting return of members to the church and various fund-raising events to support the maintenance of the large premises.
- Most of the regular users of the church premises have returned resulting in an increased letting. The residential property at 4 Tavistock has been rented out at a reasonable rate to support Syrian refugee residents. The other flat remained vacant during the period and requires substantial renovation. The total income from both regular users and the residential lettings were 65% (2023: 65%) of the total income of the church.

### **Expenditure:**

Expenditure for the year totalled £159,900 (2023: £151,400). Below is a summary of the key expenditure during the period:

- Circuit contribution is made up of London District assessment of the Methodist church, maintenance of the residential house of the minister and stipend. This formed 34% (2023:50%) of the total church expenditure during the year.
- Church running expenses which is primarily the wages of staff and office supplies was 33% (2023:25%) of the church's total expenditure.
- Repairs and maintenance were 22% (2023:15%) of its resources allocated.
- Utilities and Insurance makes up 12% (2023:9%) of the overall church expenses.

### **Risk Assessment**

The charity depends on voluntary contributions from members and a decline in voluntary contributions may affect the church's ability to meet its obligations. The charity also has rooms that it rents out for social gatherings and this fund is utilized to meet the financial obligations of the charity. The Finance and the Property Committee take responsibility for risk assessment that involves a review of the charity's procedures on an ongoing basis.

### **Trustees' Responsibilities**

The Trustees are responsible for preparing the financial statements that give a true and fair view of the charity's financial activities in the course of the year and at the end of the year. In preparing the financial statement, the trustees should follow best practice and;

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

### **Reserve Policy**

The Trustees have agreed to maintain a level of 12-week operational costs as reserves in the current year. But it has not been possible to maintain this level of reserves during the pandemic.

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, "Charities and public benefit".

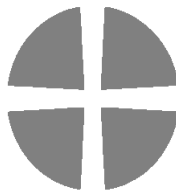
These financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities.

Approved by the trustees and signed on their behalf by:

Revd SangWoo Seo  
Minister

Kofi Baah  
Treasurer





**THE METHODIST CHURCH  
STANDARD FORM OF ACCOUNTS  
ACCRUALS BASIS**

**for the year end 31 August 2024**

**HARLESDEN METHODIST**

**Church**

**Registered Charity - Registration number**

**1134517**

This will apply to all Charities in Scotland and to all Charities in England and Wales which are Registered Charities.

**Circuit no**

**35/13**

**Minister**

**REV. H. ELAINE JOSEPH (Retired)  
REV SANGWOO SEO (appointed 1 Sept 2024)**

**Church Stewards**

**VERONICA BOATENG**

**JAMES HOWARD**

**DAVID BOAMPONG**

**FLORENCE DOHERTY**

**Treasurer**

**KOFI BAAH**

Name of Church: Harlesden Methodist

Church No

## Statement of Financial Activities (SOFA) for the year ended 31 August 2024

	Notes to the accounts	General Fund (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total 2023-24	Total 2022-23
		£	£	£	£	£	
<b>Income</b>							
1 Offerings		37,738				37,738	26,193
2 Donations		8,081				8,081	12,925
3 Gift aid		10,511				10,511	8,891
4 Interest and investment income	-	79				-79	71
5 Income from investment properties		17,550				17,550	17,660
6 Income from Lettings		73,508				73,508	73,350
7 Other charitable income		1,744		-		1,744	2,981
8 Grant		-	21,259			21,259	0
9 Other Income		1,780				1,780	2,032
<b>Total income</b>		<b>150,832</b>	<b>21,259</b>	<b>-</b>	<b>-</b>	<b>172,091</b>	<b>144,101</b>
<b>Expenditure</b>							
10 Circuit assessment or share		60,123				60,123	68,080
11 Salaries and associated cost		22,686	21,259			43,945	21,299
12 Property maintenance		21,203	-			21,203	23,252
13 Insurance,utilities etc		19,920				19,920	9,546
14 Depreciation		-				0	3,040
15 Office expenses		5,666				5,666	7,349
16 Other expenditure		6,594				6,594	17,274
17 Charitable donation		-				0	1,635
18 Internal organisations						0	0
<b>Total charitable expenditure</b>		<b>136,191</b>	<b>21,259</b>	<b>0</b>	<b>0</b>	<b>157,450</b>	<b>151,473</b>
19 Gains/(losses) on monetary investments						0	0
20 Gains/(losses) on investment properties						0	0
<b>Net income/(expenditure)</b>		<b>14,641</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,641</b>	<b>-7,372</b>
21 Transfers between funds						0	0
22 Other gains/(losses)						0	0
<b>Net movement in funds</b>		<b>14,641</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,641</b>	<b>-7,372</b>
23 Total funds brought forward		2,589,560				2,589,560	2,596,932
<b>Total funds carried forward</b>		<b>2,604,201</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,604,201</b>	<b>2,589,560</b>

Name of Church: Harlesden Methodist

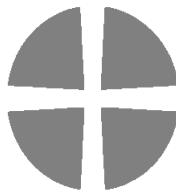
Church No

## Balance Sheet as at 31 August 2024

Notes to the Accounts	General Fund (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2024	Totals 2023
	£	£	£	£	£	£
<b>Fixed Assets</b>						
Church building and other property	2,200,000				2,200,000	2,200,000
Investment properties	400,000				400,000	400,000
other fixed assets	0				0	0
<b>Total fixed assets</b>	<b>2,600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,600,000</b>	<b>2,600,000</b>
<b>Current Assets</b>						
Debtors and prepayments	17,556				17,556	11,824
Loans					0	
Investments with TMCP	129				129	155
Central Finance Board Deposits	4				4	1,842
Cash at Bank and in hand	2,313				2,313	6,737
<b>Total current assets</b>	<b>20,002</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,002</b>	<b>20,558</b>
<b>Current liabilities</b>						
Creditors (due in under 1 year)	15,800				15,800	30,998
Grants payable within 2020-21					0	
<b>Total current liabilities</b>	<b>15,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,800</b>	<b>30,998</b>
<b>Net current assets/liabilities</b>	<b>4,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,201</b>	<b>-10,440</b>
<b>Total assets less current liabilities</b>	<b>2,604,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,604,201</b>	<b>2,589,560</b>
<b>Long term liabilities (due after more than one year)</b>						
Grants payable after 2020-21					0	
Loans to the Church					0	
					0	
<b>Net assets</b>	<b>2,604,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,604,201</b>	<b>2,589,560</b>
<b>Funds of the Church</b>						
General Fund (Unrestricted)	2,604,201				2,604,201	
Designated Funds (Unrestricted)		0			0	2,589,560
<b>Total Unrestricted Funds</b>					<b>2,604,201</b>	<b>2,589,560</b>
Restricted Funds			0		0	
Endowment Funds				0	0	
<b>Total Funds</b>	<b>2,604,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,604,201</b>	<b>2,589,560</b>

Signed

Church Treasurer



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STANDARD FORM OF ACCOUNTS  
ACCRUALS BASIS**

**for the year end 31 August 2024**

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Name of Church: Harlesden Methodist

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## Statement of Financial Activities (SOFA) for the year ended 31 August 2024

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		£	£	£	£	£	
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<b>Expenditure</b>							
10 Circuit assessment or share		60,123				60,123	68,080
11 Salaries and associated cost		22,686	21,259			43,945	21,299
12 Property maintenance		21,203	-			21,203	23,252
13 Insurance, utilities etc		19,920				19,920	9,546
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23 Total funds brought forward		2,589,560				2,589,560	2,596,932
<b>Total funds carried forward</b>		<b>2,604,201</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,604,201</b>	<b>2,589,560</b>

Name of Church: Harlesden Methodist

Church No

## Balance Sheet as at 31 August 2024

Notes to the Accounts	General Fund (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2024	Totals 2023
	£	£	£	£	£	£
<b>Fixed Assets</b>						
Church building and other property	2,200,000				2,200,000	2,200,000
Investment properties	400,000				400,000	400,000
other fixed assets	0				0	0
<b>Total fixed assets</b>	<b>2,600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,600,000</b>	<b>2,600,000</b>
<b>Current Assets</b>						
Debtors and prepayments	17,556				17,556	11,824
Loans					0	
Investments with TMCP	129				129	155
Central Finance Board Deposits	4				4	1,842
Cash at Bank and in hand	2,313				2,313	6,737
<b>Total current assets</b>	<b>20,002</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,002</b>	<b>20,558</b>
<b>Current liabilities</b>						
Creditors (due in under 1 year)	15,800				15,800	30,998
Grants payable within 2020-21					0	
<b>Total current liabilities</b>	<b>15,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,800</b>	<b>30,998</b>
<b>Net current assets/liabilities</b>	<b>4,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,201</b>	<b>-10,440</b>
<b>Total assets less current liabilities</b>	<b>2,604,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,604,201</b>	<b>2,589,560</b>
<b>Long term liabilities (due after more than one year)</b>						
Grants payable after 2020-21					0	
Loans to the Church					0	
					0	
<b>Net assets</b>	<b>2,604,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,604,201</b>	<b>2,589,560</b>
<b>Funds of the Church</b>						
General Fund (Unrestricted)	2,604,201				2,604,201	
Designated Funds (Unrestricted)		0			0	2,589,560
<b>Total Unrestricted Funds</b>					<b>2,604,201</b>	<b>2,589,560</b>
Restricted Funds			0		0	
Endowment Funds				0	0	
<b>Total Funds</b>	<b>2,604,201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,604,201</b>	<b>2,589,560</b>

Signed

Church Treasurer

## 1. Accounting policies

### Basis of accounting

The accounts have been prepared on the basis of historical cost, except that investment properties are shown at market value at the end of the reporting year, and on the accrual basis to show true and fair view of the Church's financial position and activities

### Funds

The funds held constitute: General Funds held for any purpose of the Church which are Unrestricted. Restricted funds which are subject to restrictions imposed by the donor and can only be used for specific purposes.

### Going Concern

At the time of approving the financial statements, the committee has a reasonable expectation that the church has adequate resources to continue in operational existence at least for the next 12 months. Thus, the committee continue to adopt the going concern basis of accounting in preparing the financial statements.

### Incoming Resources

Incoming resources are included in the Statement of Financial Activities (SOFA) when the Church becomes entitled to that income, and the trustees are reasonably certain they will receive the resources, and the amount can be quantified with reasonable accuracy.

### Resources Expended

Expenditure is recognised on accrual basis when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Church to pay out resources.

### VAT

Since the Church is not VAT registered, all input VAT borne is charged with the expenses to which it refers.

### Tangible fixed assets

It is the Church's policy to capitalise its non-building fixed assets, including furniture and equipment assets, with cost over £1,000 and to charge depreciation on these. All building fixed assets are capitalised with only the building element depreciated.

Residential rental properties are also treated as investment properties. Their valuations are based on vacant possession values reduced by one third to reflect their tenanted status.

HARLESDEN METHODIST CHURCH
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**2. Related party transactions: Payment to Trustees**

	2024	2023
Payments made to trustees for additional services provided to the Church by agreement with the Church Council Meeting	£ <input type="text" value="-"/>	<input type="text" value="-"/>
Number of trustees who were paid expenses	<input type="text"/>	<input type="text"/>

Total amount paid	£ <input type="text"/>	<input type="text"/>
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**3. Fees for examination or audit of the accounts**

Independent examiner's or auditors' fees for reporting on the accounts	£ <input type="text" value="2,500"/>	<input type="text" value="2,500"/>
Other fees (eg: advice, accountancy services) paid to the independent examiner or auditor	£ <input type="text"/>	<input type="text"/>

**4. Paid employees**

**Staff Costs paid during the year were:**

Gross wages, salaries and benefits in kind	£ <input type="text" value="35,092"/>	<input type="text" value="19,829"/>
Employer's National Insurance costs	£ <input type="text" value="1,893"/>	<input type="text" value="647"/>
Pension costs	£ <input type="text" value="665"/>	<input type="text" value="823"/>
Holiday cover fo staff & Apprenticeship levy	<input type="text" value="6,295"/>	<input type="text"/>
Total staff costs	£ <input type="text" value="43,945"/>	<input type="text" value="21,299"/>
Average number of staff employeeed during the year were:	<input type="text" value="3"/>	<input type="text" value="2"/>

The church provides a money purchased pension arrangement with Nest. There were no employees whose annual remuneration



**5. Analysis of current assets**

	2024	2023
	£	£
<b>Debtors and prepayments</b>		
Rent in arrears	7,044	2,933
Gift aid	10,511	8,891
Other debtors and prepayments		
<b>Total debtors and prepayments</b>	<b>17,556</b>	<b>11,824</b>

**6. Analysis of current liabilities and long term creditors**

Internal Organisations		
Other Creditors	15,800	30,998
<b>Total Current Liabilities</b>	<b>15,800</b>	<b>30,998</b>

**7. Capital commitments and contingent liabilities**

At the 31 st August 2024 the Church had no capital commitments.

No Contingent liabilities were identified at 31st August 2024.

**HARLEDEN METHODIST CHURCH**

**8. Tangible Fixed Assets**

Cost or valuation

	Church (non investment) land and buildings £	Other non investment land and buildings £	Investment properties (land and buildings) £	Other fixed assets including motor vehicles £	Fixtures, fittings and equipment £	Payments on account and assets under construction £	Total £
<b>Balance brought forward</b>	2,200,000	400,000		0	45,319		2,645,319
Additions							0
Revaluations (+/-)							0
Disposals (-)							0
Transfers * (+/-)							0
<b>Balance carried forward</b>	2,200,000	400,000	0	0	45,319	0	2,645,319

**Accumulated depreciation**

Balance brought forward					45,319		45,319
Depreciation charge for year (-)					0		0
Revaluations (+/-)							0
Disposals (-)							0
Transfers* (+/-)							0
<b>Balance carried forward</b>	0	0	0	0	45,319	0	45,319

**Net book value**

Brought forward	2,200,000	400,000	-	-	-		2,600,000
Carried forward	2,200,000	400,000	-	-	-		2,600,000