

## **Rustington Methodist Church**

### **Trustees Report for the year ending 31<sup>st</sup> August 2022**

#### **1.0 Aims and Purposes**

Rustington Methodist Church exists for:

Worship: to increase awareness of God's presence and to celebrate God's love.

Learning and Caring: to help people to learn and grow as Christians, through mutual support and care.

Service: to be a good neighbour to people in need and challenge injustice.

Evangelism: to make more followers of Jesus Christ.

#### **2.0 Objectives and activities**

In partnership with others wherever possible, Rustington 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.

In setting our objectives and planning our activities the Church Council meets at least four times a year under the leadership of the presbyter in Pastoral Charge. In Covid lockdown there have been more, shorter, meetings than usual using Zoom

The work of the Church Council is delegated to a variety of teams and working parties - the Church Stewards, the Worship Consultation, the Communion Stewards, the Pastoral Meeting, the Family Committee, The Catering Team, Resources/Property, Finance, Lay Employment and Safeguarding

#### **3.0 Achievements and performance**

The Church funds and grants made to other bodies are all detailed in the Church accounts. The policy of the Managing Trustees on grant making is to ensure that all applicants can demonstrate public benefit and show imagination and creativity as well as a perceived need for that for which the grant is being applied.

Since March 2020 the Covid Pandemic has had a severe impact on activities in the building and on our ecumenical activities. Worship services have been held at 9.30 and 10.45 subject to Government and Methodist Guidelines. Most Sundays one of the services was live streamed/available as a recording online. A weekly "reflection in exile" is circulated by email and by post

With regard to Ecumenical activities the 2021 Good Friday walk of witness and Christian Aid Week collections were cancelled.

The Church Preschool has been required by the government to open almost as usual except for a period in the first lockdown.

The church has a system of Pastoral Care based on a team of volunteer Pastoral Visitors. Both formal and informal pastoral networks have been very effective in the lockdown using phone calls, emails etc. when visits were not permitted

The Link magazine as been published at intervals throughout the year. It is also available online.

### 3.1 Plans for future years

Rustington Methodist Church is part of the West Sussex (Coast and Downs) Circuit.

The Church Council -

- Encourages initiatives for mission in the community

- Supports Churches Together in Rustington

- Ensures that all those required to do so attend appropriate safeguarding training.

### 4.0 Financial Review

Please see the accompanying accounts.

We received one legacy during the course of the year from the estate of Geoff Mullineux.

The Managing Trustees have every reason to believe that the Church is a going concern. Trustees do not foresee any factors that will significantly affect the financial performance or position in the next year or two.

Although the Covid situation is having some effect on our income from both collections and lettings, we do, however, have reserves which could be utilised

The church holds no freehold property.

The church's principal sources of funds are from the free-will gifts of the members of the congregation, lettings and donations from groups and from fund-raising events.

### 4.1 Investment policy and performance

To comply with Methodist Standing Orders, monies for long-term investment are lodged with the Trustees for Methodist Church Purposes (TMCP). These sums are invested in unitised investments or held on deposit. The investment returns are close to tracking the movements on the FTSE100 index. The deposit mirrors the deposit rates available elsewhere. The Managing Trustees' investment policy is aligned with that of the CFB and TMCP because these organisations take into consideration the social, environmental and ethical considerations, both negatively and positively, that make investments suitable for the Methodist Church.

Short term deposits are lodged directly with the Central Finance Board (CFB) and attract the normal current rate of interest.

#### 4.2 Reserves Level and policy

Please see the accompanying Reserves level and policy agreed by the Church Council.

#### 5.0 Trustees' Responsibilities

For each financial year ending on 31st August the Managing Trustees are required to prepare financial statements that give a true and fair view of the Church's financial activities during the year and of its financial position at the end of the year. In preparing these financial statements the Managing Trustees must:

- Select suitable accounting policies and apply them consistently

- Make judgements and estimates that are reasonable and prudent

- Follow applicable accounting standards

- Prepare accounts to Charity Commission standards using The Methodist Church Standard Form of Accounts

The Managing Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and enables them to ensure that financial statements comply with the law. They are also responsible for safeguarding the assets of the Church and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### 5.1 Risk

The Church is largely risk averse.

#### 6.0 Structure, governance and management

The Church is governed by the Methodist Church Act 1976, the Deed of Union and the Model Trust Deeds of the Methodist Church.

#### 6.1 Structure

Rustington Methodist Church is part of the West Sussex (Coast and Downs) Circuit. As such it is represented on the Circuit Meeting which meets four times a year. The Methodist Conference meets once each year as the supreme denominational body for all Methodist Churches.

1. Overall regulatory authority rests with the Methodist Conference.
2. The Connexional Office implements decisions made by the Conference and is responsible for the stationing of presbyters and deacons (collectively known as ministers) in individual Circuits within the District.
3. Connexional decisions are passed to the Chair of the District and the appropriate officers of the District for implementation.
4. The District passes these down to the Circuit Meeting for implementation by the Superintendent Minister, ministerial staff and Circuit Stewards, and authority is delegated to Circuit Meeting for certain matters.
5. The Circuit Meeting passes regulatory control down to Church Councils for local implementation by the presbyter, the Church Stewards, and other officers, and this regulatory control is then exercised by the Church Councils as Managing Trustees of their charity.

## 6.2 Purpose of the Church

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

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

The primary purpose of Rustington Methodist Church is to advance the Christian faith by providing opportunities for worship, Christian nurture and fellowship within the wider Rustington Community.

## 6.3 Governance

The Church operates within a statutory framework of regulation and seeks to ensure that it follows Methodist Standing Orders. It relies on the Connexional Office at 25 Marylebone Road, London, NW1 5JR to provide guidance on changes that could affect the Church.

The members of the Church Council are appointed under the terms of S.O. 610(2). The Superintendent is ex officio chair of the Church Council but may delegate this task to other presbyters in the Circuit. The Church Council normally meets four times per year and deals with routine and

exceptional matters. It oversees the work of other groups within the life of the Church.

#### 6.4 Responsibilities of the Church Council

The responsibilities of the Church Council and other committees are set out in Standing Orders 603 – 604 of the Constitutional Practice and Discipline of the Methodist Church.

## THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Rustington

Church

FOR THE YEAR ENDED

31 August 2022

West Sussex (Coast & Downs)

Circuit

Circuit no.

36/8

Registered Charity - Charity Registration number

11348885

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:

Rev'd Robert Sneddon

Church Stewards:

Mrs Elizabeth Slatter

Mrs Susan Bingham

Mrs Christine Clarke

Mrs Susan Cooper

Mr Patrick Khoo

Mrs Pamela Warren

Treasurer:

Mr Robert Slatter

## SECTION A

Unrestricted  
FundsRestricted  
FundsTotals this  
yearTotals last  
year

|    |   | £              | £ | £                   |                |
|----|---|----------------|---|---------------------|----------------|
| a1 | <b>RECEIPTS</b>                             | <b>Note</b>    |   |                     |                |
| a2 | Offerings and Tax recovered                 | 72,805         |   | 72,805              | 77,504         |
| a3 | Bank and CFB interest and Investment income | 377            |   | 377                 | 303            |
| a4 | Lettings                                    | 2,965          |   | 2,965               | 690            |
| a5 | Other receipts                              | 35,527         |   | 35,527              | 22,475         |
| a6 | <b>TOTAL RECEIPTS</b>                       | <b>111,674</b> |   | <b>111,674 (a7)</b> | <b>100,972</b> |

## SECTION B

## b1 PAYMENTS

|    |   |                |  |                     |                |
|----|---|----------------|--|---------------------|----------------|
| b2 | Circuit Assessment or Share                               | 76,093         |  | 76,093              | 77,714         |
| b3 | Donations   | 3,900          |  | 3,900               | 4,350          |
| b4 | Repairs and Maintenance                                   | 5,774          |  | 5,774               | 9,455          |
| b5 | Utilities (Insurances, water charges, heating & lighting) | 7,090          |  | 7,090               | 4,196          |
| b6 |   |                |  |                     |                |
| b7 | Other payments  | 38,185         |  | 38,185              | 29,697         |
| b8 | <b>TOTAL PAYMENTS</b>                                     | <b>131,042</b> |  | <b>131,042 (b9)</b> | <b>125,412</b> |

## SECTION C

c1 NET RECEIPTS/PAYMENTS  
FOR THE YEAR

|    |  |                |  |                     |                     |
|----|--|----------------|--|---------------------|---------------------|
|    | (a6-b8)                                    | (19,368)       |  | (19,368)            | (24,440)            |
| c2 | Total funds brought forward from last year | 229,374        |  | 229,374 (c6)        | 253,814             |
| c3 | <b>Sub total (c1+c2)</b>                   | <b>210,006</b> |  | <b>210,006</b>      | <b>229,374</b>      |
| c4 | Transfers and adjustments                  |                |  |                     | (c7)                |
| c5 | <b>TOTAL FUNDS AT END OF YEAR (c3+c4)</b>  | <b>210,006</b> |  | <b>210,006 (c8)</b> | <b>229,374 (c6)</b> |

## SECTION D

## FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS

(these amounts are not to be included in total receipts/payments figures above)

|    |   |       |   |
|----|---|-------|---|
| d  |   | £     | £ |
| d1 | Balance brought forward from last year                |       |   |
| d2 | Offerings/Gifts - received for external organisations | 2,735 |   |
| d3 | Offerings/Gifts - passed to external organisations    | 2,735 |   |
| d4 | <b>BALANCE STILL TO BE PAID (d1+d2-d3)</b>            |       |   |

**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 2022 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/<br>Payments | Adjustments | Opening<br>balances | Closing balances   |
|--|--|-----------------------|-----------------------|---------------------------|-------------|---------------------|--------------------|
| e1   | Rascals Pre-School Group   | 77,842                | 93,640                | (15,798)                  |             | 98,979              | 83,181             |
| e2   | Mod Mums   | 785                   | 727                   | 58                        |             | 1,573               | 1,631              |
| e3   | Stepping Stones  | 1,972                 | 2,503                 | (531)                     |             | 2,230               | 1,699              |
| e4   |  |                       |                       |                           |             |                     |                    |
| e5   |  |                       |                       |                           |             |                     |                    |
| e6   |  |                       |                       |                           |             |                     |                    |
| e7   |  |                       |                       |                           |             |                     |                    |
| e8   | Sub total of Internal Organisations funds                            | 80,599                | 96,870                | (16,271)                  |             | 102,782 (e11)       | 86,511 (e12)       |
| e9   | Church accounts (totals brought forward from page 2 - totals column) | 111,674 (a7)          | 131,042 (b9)          | (19,368)                  | (c7)        | 229,374 (c6)        | 210,006 (c8)       |
| e10  | <b>TOTAL CASH FUNDS HELD BY CHURCH</b>                               | <b>192,273</b>        | <b>227,912</b>        | <b>(35,639)</b>           |             | <b>332,156 (x)</b>  | <b>296,517 (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 2022**

|    |   | OPENING<br>BALANCES  | CLOSING<br>BALANCES |
|----|---|----------------------|---------------------|
| f1 | Cash in hand  | 50                   | 110                 |
| f2 | Bank Current Account  | 7,012                | 13,767              |
| f3 | Bank Deposit Account  | 16,331               | 5,866               |
| f4 | Central Finance Board   | 1,398                | 1,363               |
| f5 | Trustees for Methodist Church Purposes  | 204,583              | 188,900             |
| f6 | Other funds   |                      |                     |
| f7 | <b>SUB TOTAL - Church accounts</b>  | <b>229,374 (c6)</b>  | <b>210,006 (c8)</b> |
| f8 | Total funds held by Internal Organisations (the closing balance total from above) (e12) | <b>102,782 (e11)</b> | <b>86,511 (e12)</b> |
| f9 | <b>TOTAL CASH FUNDS HELD BY CHURCH</b>  | <b>332,156 (x)</b>   | <b>296,517 (y)</b>  |

**SECTION G****OTHER ASSETS and LIABILITIES**

|    |   | At<br>1 September 2021 | At<br>31 August 2022 |
|----|---|------------------------|----------------------|
| g1 | Investments (include Endowments)                |                        |                      |
| g2 | Land & Buildings (see notes re Insurance value) | 2,429,345              | 2,675,843            |
| 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)



Name of Church ..... Rustington Methodist Church

## Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2022 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 11-1-23 .

Name and address of treasurer ..... Mr Robert H Slatter

14 Jervis Avenue Rustington Littlehampton Sussex BN162AU

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2022 were/will be\* presented to the meeting of the Church trustees held on 14th November 2022

Signature of the Chair of the meeting ..... Rosemarie E G Clarke .....

Name of the Chair of the meeting ROSEMARIE E G CLARKE Date 11th January 2023

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

..... Rustington Methodist

Charity Number . 11348885

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the ..... Church for the year ended 31 August 2022 set out on pages ... to .... 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.

\* delete or circle as appropriate

Name of Church ...**Rustington Methodist Church**..... No .....

### 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.

[the [the

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 .....Mr Steven R Trigg

Relevant professional qualification of independent examiner ...ACMA, CGMA

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

Address .....Unit 2 Gloucester Road Estate, Gloucester Road

.....Littlehampton..... Post Code ...BN17 7BS

Date ...*6<sup>th</sup> January 2023*.....

\* delete or circle as appropriate

Sep-22

Name of Church ...**Rustington Methodist Church**..... No .....

### 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:

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Signature of independent examiner ..... 

Name of independent examiner .....Mr Steven R Trigg

Relevant professional qualification of independent examiner ...ACMA, CGMA

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Sep-22