

Trustees' Annual Report for the period 1st September 2023 to 31st August 2024

Charity Name: **North Norfolk Methodist Circuit**

Charity Registration Number: **1134993**

Structure, governance, and management:

Governing document: Deed Of Union (1932) and Methodist Church Act (1976)

How charity is constituted: Act of Parliament

Trustee selection methods: Appointed by local churches and existing trustees.

Ministers are automatically trustees.

Additional Governance Issues:

- Induction/training: Range of guidance produced by Methodist Connexion. Leaflet 'The Role of a Trustee in The Methodist Church' given to each trustee.
- Structure: Part of the East Anglia District. Accountable to the Methodist Conference.
- Related Parties: The Circuit is represented at District Synod by representatives from the list of trustees.
- Risks: Considered by the Circuit Leadership Team who take professional advice as required. There is a regular review process. The Circuit has adopted the Connexional Safeguarding Policy and ensured it is rolled out to the churches.

Objectives and activities:

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

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 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.

Summary of the main activities undertaken for the public benefit in relation to these objectives:

The Circuit produces a quarterly preaching plan to ensure regular acts of worship take place at each of the Methodist Churches in its geographical area. These are open to all people, without charge.

The Circuit continues to provide weekly worship materials for use at home. This includes a weekly printed service, telephone worship and links to online worship both live streamed and recorded. The information is sent by email and included on the Circuit website. For those without internet connection the service is sent by post. Regular pastoral letters of support are also shared.

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

Additional details of objectives and activities:

Policy on grant-making: Besides its general funds the Circuit has a Model Trust Fund which derives from sales of chapels and/or manses that are no longer required and is restricted by the Conference. This restriction is an internal regulation though the fund can be used for a variety of purposes. The Circuit leadership team has drawn up a set of ground rules, which have been accepted by the Circuit Meeting, to ensure grants made from the Circuit Model Trust Fund are used effectively for mission and capital works. Circuit policy permits individual churches to apply for grants of up to 20% of the cost of improvements or major repairs. In addition, the Circuit leadership team also considers funding missional projects in the churches throughout the Circuit.

Achievements and performance:

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

- a) Circuit Safeguarding Policy Document – This is reviewed annually (at the March Circuit Meeting) and updated as required to reflect current legislation and the activities of the Circuit.
- b) The Circuit Safeguarding Officer ensures that people in all churches receive the relevant safeguarding training for their role and training sessions are held on a regular basis.
- c) The Circuit continues to grow its work among the homeless, impoverished, and lonely. Support is offered through Community Cafes in several of the churches in the Circuit.

- d) We continue to seek new ways to relate the Christian faith to modern family life through All Age Worship in some churches.
- e) The Circuit acts as an umbrella organisation for the work of the Methodist Church in North Norfolk. It provides financial and property resources for the ministerial team and fees to retired ministers for church services that they continue to undertake.
- f) The Circuit continues to fund Lay Employees who promote the work of the Methodist Church in North Norfolk.
- g) Grants continue to be made to churches in respect of approved repair and investment works that they wish to undertake.
- h) The aims of the Methodist Church have been reinforced and will continue to underpin all that we do to promote the work of the Circuit as a charitable body concerned for the needs of others.

Financial Review:

The Reserves Policy for the North Norfolk Circuit is to hold a sum equivalent to 3 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on manses and/or be able to continue, in the short term, funding planned activities in the event of the closure of a large church or an inability to raise the full Circuit Assessment from churches. It is necessary to hold sufficient working capital to enable the monthly payment of stipends and business expenses for ministers and salaries for the part time Lay Employees plus contributions to the District. There are no funds materially in deficit.

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees.

Signature *Colin C Telfer*

Full name Colin Campbell Telfer

Position: Chair of Trustees

Date: 30 June 2025

| SECTION A | | | Un - restricted Funds | Circuit Model Trust Fund | Restricted Funds | Totals this year | Totals last year |
|-----------|--|------|-----------------------------|--------------------------------|---------------------|---------------------|---------------------|
| a1 | RECEIPTS | Note | £ | £ | £ | £ | £ |
| a2 | Assessment/Share | | 121,825 | | | 121,825 | 170,873 |
| a3 | Capital receipts | | | | | | 297,526 |
| a4 | Bank and CFB interest and Investment income | | 1,851 | 9,663 | | 11,514 | 11,107 |
| a5 | Grants | | | | | | |
| a6 | Other receipts | 1 | 12,440 | | | 12,440 | 13,804 |
| a7 | TOTAL RECEIPTS | | 136,116 | 9,663 | | 145,779 (a8) | 493,310 |

| SECTION B | | | | | | | |
|-----------|--|---|----------------|----------------|--|---------------------|----------------|
| b1 | PAYMENTS | | | | | | |
| b2 | Stipends, salaries, NIC, Pension and travel costs | 2 | 96,623 | | | 96,623 | 156,503 |
| b3 | Manse Costs | 3 | 22,855 | | | 22,855 | 17,792 |
| b4 | Administration etc | 4 | 6,420 | | | 6,420 | 8,367 |
| b5 | District Assessment | | 42,097 | | | 42,097 | 41,581 |
| b6 | Grants & donations | 5 | 846 | 109,257 | | 110,103 | 170,408 |
| b7 | | | | | | | |
| b8 | Other payments | 6 | 33,813 | 10,675 | | 44,488 | 101,619 |
| b9 | TOTAL PAYMENTS | | 202,654 | 119,932 | | 322,586 (b9) | 496,270 |

| SECTION C | | | | | | | |
|-----------|---|---------|---------------|----------------|--|---------------------|---------------------|
| c1 | NET RECEIPTS/(PAYMENTS) FOR THE YEAR | (a7-b9) | (66,538) | (110,269) | | (176,807) | (2,960) |
| c2 | Total funds brought forward from last year | | 78,798 | 259,843 | | 338,641 (c6) | 341,601 |
| c3 | Sub total | (c1+c2) | 12,260 | 149,574 | | 161,834 | 338,641 |
| c4 | Transfers and adjustments | | 51,730 | (51,730) | | | |
| c5 | TOTAL FUNDS AT END OF YEAR | (c3+c4) | 63,990 | 97,844 | | 161,834 (c8) | 338,641 (c6) |

| SECTION D | | | | | | | |
|-----------|--|--|--|--|--|-------|-------|
| 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 | | | | | 2,050 | 2,314 |
| d3 | Offerings/Gifts - passed to external organisations | | | | | 2,050 | 2,314 |
| d4 | BALANCE STILL TO BE PAID (d1 + d2 - d3) | | | | | | |

SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CIRCUIT MEETING**SECTION E****Please follow the Guidance Notes to complete this page**

Summary of the Circuit accounts for the year ended 31 August 2024 and Internal Organisations reporting to the Circuit 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 receipts and payments totals of the Circuit. If gross income exceeds the Accruals threshold of £250,000, 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 Circuit and connected Circuit 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 Circuit accounts (totals brought forward from page 2 - totals column) | 145,779 (a8) | 322,586 (b9) | (176,807) | (c7) | 338,641 (c6) | 161,834 (c8) |
| e10 TOTAL CASH FUNDS HELD BY CIRCUIT | 145,779 | 322,586 | (176,807) | | 338,641 (x) | 161,834 (y) |
| Continue on a separate sheet if necessary and bring the totals forward | TOTAL RECEIPTS | TOTAL PAYMENTS | | | | |

SECTION F**STATEMENT OF ASSETS AND LIABILITIES****CIRCUIT - CASH FUNDS HELD at 31 August 2024**

| | OPENING BALANCES | CLOSING BALANCES |
|--|---------------------|---------------------|
| f1 Cash in hand | | |
| f2 Bank Current Account | 34,645 | 27,092 |
| f3 Bank Deposit Account | | |
| f4 Central Finance Board | 44,153 | 36,898 |
| f5 Trustees for Methodist Church Purposes | 259,843 | 97,844 |
| f6 Other funds | | |
| f7 SUB TOTAL | 338,641 (c6) | 161,834 (c8) |
| f8 Total funds held by Internal Organisations (the closing balance totals above) (e12) | (e11) | (e12) |
| f9 TOTAL CASH FUNDS HELD BY CIRCUIT | 338,641 (x) | 161,834 (y) |

SECTION G**OTHER ASSETS and LIABILITIES**

| | At 1 September 2023 | At 31 August 2024 |
|--|------------------------|----------------------|
| g1 Investments (include Endowments) | 242,620 | 254,024 |
| g2 Land and Buildings (see notes re Insurance value) | 1,334,031 | 1,396,733 |
| 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 CFB Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trust accounts this is inserted in line f5)

North Norfolk Methodist Circuit (No 14/13)
Receipts and Payments 2023/2024
Notes to the accounts

| Note | Description | £ | 2022/23 £ |
|-------------------------------|--|---------------------|---------------------|
| 1 Other receipts | | | |
| | Rent - Hickling Manse | 7,669.20 | 7,550.40 |
| | Payment from churches for offering envelopes and prayer handbooks | 509.42 | 636.19 |
| | East Runton licence fee (Cromer Baptists) | 4,000.00 | 2,700.00 |
| | Donations towards Rev Sharon Thraves and Deacon Lemia Nkwela leaving gifts | - | 1,300.00 |
| | Refund of expenses re sale of West Runton chapel | - | 930.00 |
| | Refund of expenses re sale of Barton Turf chapel | - | 470.00 |
| | Wedding fees received | 200.00 | - |
| | Funeral fee received | - | 217.00 |
| | Gas and electricity refund (Aylsham manse) | 47.66 | - |
| | Office broadband refund | 13.23 | - |
| | Sundry | - | - |
| | | <u>£ 12,439.51</u> | <u>£ 13,803.59</u> |
| 2 Stipends etc | | | |
| | Minister stipends, pension, NIC, Apprenticeship levy and travel | 51,329.90 | 113,647.33 |
| | Salaries and expenses for Lay Employees | 29,705.49 | 29,449.26 |
| | Salary and expenses circuit administrator | 15,587.78 | 13,406.07 |
| | | <u>£ 96,623.17</u> | <u>£ 156,502.66</u> |
| 3 Manse costs | | | |
| | Manse overheads - council tax, water rates etc | 7,853.81 | 7,247.86 |
| | Manses upkeep | 12,670.81 | 8,780.84 |
| | Insurance | 2,329.97 | 1,763.07 |
| | | <u>£ 22,854.59</u> | <u>£ 17,791.77</u> |
| 4 Administration etc | | | |
| | Office and admin | 4,555.89 | 6,688.74 |
| | Minister telephones | 1,864.08 | 1,678.02 |
| | | <u>£ 6,419.97</u> | <u>£ 8,366.76</u> |
| 5 Grants and donations | | | |
| | Trunch cooker | - | 429.99 |
| | Warm spaces grants to circuit churches | - | 1,680.00 |
| | North Walsham plumbing leak repair | - | 208.87 |
| | Aylsham door locks & heater | - | 494.60 |
| | Aylsham hall curtains | - | 1,095.02 |
| | Gresham external painting | - | 776.00 |
| | Hickling kitchen initial advance | - | 5,000.00 |
| | Lessingham external work | 285.00 | - |
| | Lessingham car park | 561.00 | - |
| | From general funds | <u>846.00</u> | <u>9,684.48</u> |
| | Sheringham sanctuary refurbishment | 50,000.00 | - |
| | North Walsham kitchen | - | 50,000.00 |
| | Reepham kitchen/toilet | - | 50,000.00 |
| | Cromer kitchen | - | 47,894.43 |
| | North Walsham fire doors | - | 1,541.45 |
| | Sheringham redecorations | - | 832.00 |
| | Trunch roof (part loan) | 10,000.00 | - |
| | Trunch doors | - | 456.00 |
| | Aylsham cottages | 4,257.00 | 10,000.00 |
| | Hickling kitchen | 45,000.00 | - |
| | From Circuit Model Trust Fund | <u>109,257.00</u> | <u>160,723.88</u> |
| | | <u>£ 110,103.00</u> | <u>£ 170,408.36</u> |

North Norfolk Methodist Circuit (No 14/13)
Receipts and Payments 2023/2024
Notes to the accounts

| Note | Description | £ | 2022/23 £ |
|-------------------------|--|--------------------|---------------------|
| 6 Other payments | | | |
| | Preaching fees | 3,130.00 | 2,475.00 |
| | General travel | 4,951.90 | 2,498.35 |
| | Removals | 13,170.00 | - |
| | East Runton insurance, property repairs and utilities | 4,860.61 | 3,630.79 |
| | West Runton insurance, property repairs, fees and utilities | - | 290.25 |
| | Training | 861.00 | 1,495.00 |
| | Quinquennials | 2,893.20 | - |
| | Stationing visits | 871.28 | - |
| | Weybourne insurance, property repairs, fees and utilities | 1,315.55 | - |
| | Job adverts for circuit lay worker | 291.58 | - |
| | Roof insulation for circuit office | 990.00 | - |
| | Rev Sharon Thraves and Deacon Lemmy Nkwelah leaving gifts & meal | - | 1,636.25 |
| | Donation to Methodist Women in Britain | - | 100.00 |
| | Laptops for lay workers and circuit administrator | 477.95 | 134.90 |
| | Sundry | - | - |
| | From general funds | £ 33,813.07 | £ 12,260.54 |
| | Other payments CMTF | | |
| | District Annual levy | 9,934.02 | 8,551.41 |
| | Connexional levy on sale of chapels | - | 80,144.96 |
| | TMCP administration charge | 740.55 | 661.74 |
| | | £ 10,674.57 | £ 89,358.11 |
| | Total | £ 44,487.64 | £ 101,618.65 |
| | Transfers and adjustments - Funds withdrawn from CMTF | | |
| | Transfer to fund work on N Walsham manse | - | 3,780.00 |
| | Transfer to fund advance re Hickling kitchen | 5,000.00 | - |
| | Transfer to fund removal costs | 6,170.00 | - |
| | Lay Employee salaries 2023-24 | - | 10,516.00 |
| | Lay Employee salaries 2024-25 | 22,097.00 | - |
| | Salary circuit administrator 2023-24 | - | 15,055.00 |
| | Salary circuit administrator 2024-25 | 18,463.00 | - |
| | | £ 51,730.00 | £ 29,351.00 |
| | Connexional and Charity Funds | | |
| | LWPT (Local Preachers and Worship Leaders Trust) | 150.00 | 165.00 |
| | World Mission | 350.00 | 363.00 |
| | Mission In Britain | 350.00 | 408.00 |
| | Fund for Property | 250.00 | 300.00 |
| | FSPD (Fund for the Support of Presbyters and Deacons) | 250.00 | 275.00 |
| | MMHS (Methodist Ministers Housing Society) | 150.00 | 155.00 |
| | MHA (Methodist Homes for the Aged) | 150.00 | 258.00 |
| | District Benevolent Fund | 200.00 | 190.00 |
| | Methodist Church Fund | 100.00 | 100.00 |
| | All We Can | 100.00 | 100.00 |
| | | £ 2,050.00 | £ 2,314.00 |
| | Designated Funds | | |
| | Manses maintenance | - | - |
| | Removals reserve | - | 6,000.00 |
| | Training budget | 2,301.78 | 2,662.78 |
| | Bursary Fund | 297.00 | 297.00 |
| | | £ 2,598.78 | £ 8,959.78 |

Independent Examiner's Report to the Trustees of the North Norfolk Methodist Circuit

For the year ended 31 August 2024

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the North Norfolk Methodist Circuit for the year ended 31 August 2024 set out on pages 1 to 2 plus notes showing total cash funds held at the balance sheet date of £161,834. As the Circuit'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 Circuit'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~~/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.



David Wright FCA

Wright Accountancy
83 Cromwell Road, Norwich
NR7 8XJ

29 June 2025

| SECTION A | | | Un - restricted Funds | Circuit Model Trust Fund | Restricted Funds | Totals this year | Totals last year |
|-----------|--|------|-----------------------------|--------------------------------|---------------------|---------------------|---------------------|
| | RECEIPTS | Note | £ | £ | £ | £ | £ |
| a1 | Assessment/Share | | 121,825 | | | 121,825 | 170,873 |
| a3 | Capital receipts | | | | | | 297,526 |
| a4 | Bank and CFB interest and Investment income | | 1,851 | 9,663 | | 11,514 | 11,107 |
| a5 | Grants | | | | | | |
| a6 | Other receipts | 1 | 12,440 | | | 12,440 | 13,804 |
| a7 | TOTAL RECEIPTS | | 136,116 | 9,663 | | 145,779 (a8) | 493,310 |

| SECTION B | | | | | | | |
|-----------|--|---|----------------|----------------|--|---------------------|----------------|
| | PAYMENTS | | | | | | |
| b2 | Stipends, salaries, NIC, Pension and travel costs | 2 | 96,623 | | | 96,623 | 156,503 |
| b3 | Manse Costs | 3 | 22,855 | | | 22,855 | 17,792 |
| b4 | Administration etc | 4 | 6,420 | | | 6,420 | 8,367 |
| b5 | District Assessment | | 42,097 | | | 42,097 | 41,581 |
| b6 | Grants & donations | 5 | 846 | 109,257 | | 110,103 | 170,408 |
| b7 | | | | | | | |
| b8 | Other payments | 6 | 33,813 | 10,675 | | 44,488 | 101,619 |
| b9 | TOTAL PAYMENTS | | 202,654 | 119,932 | | 322,586 (b9) | 496,270 |

| SECTION C | | | | | | | |
|-----------|---|----------------|-----------------|------------------|--|---------------------|---------------------|
| c1 | NET RECEIPTS/(PAYMENTS) FOR THE YEAR | (a7-b9) | (66,538) | (110,269) | | (176,807) | (2,960) |
| c2 | Total funds brought forward from last year | | 78,798 | 259,843 | | 338,641 (c6) | 341,601 |
| c3 | Sub total | (c1+c2) | 12,260 | 149,574 | | 161,834 | 338,641 |
| c4 | Transfers and adjustments | | 51,730 | (51,730) | | | |
| c5 | TOTAL FUNDS AT END OF YEAR | (c3+c4) | 63,990 | 97,844 | | 161,834 (c8) | 338,641 (c6) |

| SECTION D | | | | | | | |
|-----------|---|--|--|--|-------|--|-------|
| 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 | | | | 2,050 | | 2,314 |
| d3 | Offerings/Gifts - passed to external organisations | | | | 2,050 | | 2,314 |
| d4 | BALANCE STILL TO BE PAID (d1 + d2 - d3) | | | | | | |

SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CIRCUIT MEETING**SECTION E** Please follow the Guidance Notes to complete this page

Summary of the Circuit accounts for the year ended 31 August 2024 and Internal Organisations reporting to the Circuit 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 receipts and payments totals of the Circuit. If gross income exceeds the Accruals threshold of £250,000, 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 Circuit and connected Circuit 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 Circuit accounts (totals brought forward from page 2 - totals column) | 145,779 (a8) | 322,586 (b9) | (176,807) | (c7) | 338,641 (c6) | 161,834 (c8) |
| e10 TOTAL CASH FUNDS HELD BY CIRCUIT | 145,779 | 322,586 | (176,807) | | 338,641 (x) | 161,834 (y) |
| Continue on a separate sheet if necessary and bring the totals forward | TOTAL RECEIPTS | TOTAL PAYMENTS | | | | |

SECTION F**STATEMENT OF ASSETS AND LIABILITIES****CIRCUIT - CASH FUNDS HELD at 31 August 2024**

| | OPENING BALANCES | CLOSING BALANCES |
|--|---------------------|---------------------|
| f1 Cash in hand | | |
| f2 Bank Current Account | 34,645 | 27,092 |
| f3 Bank Deposit Account | | |
| f4 Central Finance Board | 44,153 | 36,898 |
| f5 Trustees for Methodist Church Purposes | 259,843 | 97,844 |
| f6 Other funds | | |
| f7 SUB TOTAL | 338,641 (c6) | 161,834 (c8) |
| f8 Total funds held by Internal Organisations (the closing balance totals above) (e12) | (e11) | (e12) |
| f9 TOTAL CASH FUNDS HELD BY CIRCUIT | 338,641 (x) | 161,834 (y) |

SECTION G**OTHER ASSETS and LIABILITIES**

| | At 1 September 2023 | At 31 August 2024 |
|--|------------------------|----------------------|
| g1 Investments (include Endowments) | 242,620 | 254,024 |
| g2 Land and Buildings (see notes re Insurance value) | 1,334,031 | 1,396,733 |
| 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 CFB Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trust accounts this is inserted in line f5)

North Norfolk Methodist Circuit (No 14/13)
Receipts and Payments 2023/2024
Notes to the accounts

| Note | Description | £ | 2022/23 £ |
|-------------------------------|--|---------------------|---------------------|
| 1 Other receipts | | | |
| | Rent - Hickling Manse | 7,669.20 | 7,550.40 |
| | Payment from churches for offering envelopes and prayer handbooks | 509.42 | 636.19 |
| | East Runton licence fee (Cromer Baptists) | 4,000.00 | 2,700.00 |
| | Donations towards Rev Sharon Thraves and Deacon Lemia Nkwela leaving gifts | - | 1,300.00 |
| | Refund of expenses re sale of West Runton chapel | - | 930.00 |
| | Refund of expenses re sale of Barton Turf chapel | - | 470.00 |
| | Wedding fees received | 200.00 | - |
| | Funeral fee received | - | 217.00 |
| | Gas and electricity refund (Aylsham manse) | 47.66 | - |
| | Office broadband refund | 13.23 | - |
| | Sundry | - | - |
| | | <u>£ 12,439.51</u> | <u>£ 13,803.59</u> |
| 2 Stipends etc | | | |
| | Minister stipends, pension, NIC, Apprenticeship levy and travel | 51,329.90 | 113,647.33 |
| | Salaries and expenses for Lay Employees | 29,705.49 | 29,449.26 |
| | Salary and expenses circuit administrator | 15,587.78 | 13,406.07 |
| | | <u>£ 96,623.17</u> | <u>£ 156,502.66</u> |
| 3 Manse costs | | | |
| | Manse overheads - council tax, water rates etc | 7,853.81 | 7,247.86 |
| | Manses upkeep | 12,670.81 | 8,780.84 |
| | Insurance | 2,329.97 | 1,763.07 |
| | | <u>£ 22,854.59</u> | <u>£ 17,791.77</u> |
| 4 Administration etc | | | |
| | Office and admin | 4,555.89 | 6,688.74 |
| | Minister telephones | 1,864.08 | 1,678.02 |
| | | <u>£ 6,419.97</u> | <u>£ 8,366.76</u> |
| 5 Grants and donations | | | |
| | Trunch cooker | - | 429.99 |
| | Warm spaces grants to circuit churches | - | 1,680.00 |
| | North Walsham plumbing leak repair | - | 208.87 |
| | Aylsham door locks & heater | - | 494.60 |
| | Aylsham hall curtains | - | 1,095.02 |
| | Gresham external painting | - | 776.00 |
| | Hickling kitchen initial advance | - | 5,000.00 |
| | Lessingham external work | 285.00 | - |
| | Lessingham car park | 561.00 | - |
| | From general funds | <u>846.00</u> | <u>9,684.48</u> |
| | Sheringham sanctuary refurbishment | 50,000.00 | - |
| | North Walsham kitchen | - | 50,000.00 |
| | Reepham kitchen/toilet | - | 50,000.00 |
| | Cromer kitchen | - | 47,894.43 |
| | North Walsham fire doors | - | 1,541.45 |
| | Sheringham redecorations | - | 832.00 |
| | Trunch roof (part loan) | 10,000.00 | - |
| | Trunch doors | - | 456.00 |
| | Aylsham cottages | 4,257.00 | 10,000.00 |
| | Hickling kitchen | 45,000.00 | - |
| | From Circuit Model Trust Fund | <u>109,257.00</u> | <u>160,723.88</u> |
| | | <u>£ 110,103.00</u> | <u>£ 170,408.36</u> |

North Norfolk Methodist Circuit (No 14/13)
Receipts and Payments 2023/2024
Notes to the accounts

| Note | Description | £ | 2022/23 £ |
|-------------------------|--|--------------------|---------------------|
| 6 Other payments | | | |
| | Preaching fees | 3,130.00 | 2,475.00 |
| | General travel | 4,951.90 | 2,498.35 |
| | Removals | 13,170.00 | - |
| | East Runton insurance, property repairs and utilities | 4,860.61 | 3,630.79 |
| | West Runton insurance, property repairs, fees and utilities | - | 290.25 |
| | Training | 861.00 | 1,495.00 |
| | Quinquennials | 2,893.20 | - |
| | Stationing visits | 871.28 | - |
| | Weybourne insurance, property repairs, fees and utilities | 1,315.55 | - |
| | Job adverts for circuit lay worker | 291.58 | - |
| | Roof insulation for circuit office | 990.00 | - |
| | Rev Sharon Thraves and Deacon Lemmy Nkwelah leaving gifts & meal | - | 1,636.25 |
| | Donation to Methodist Women in Britain | - | 100.00 |
| | Laptops for lay workers and circuit administrator | 477.95 | 134.90 |
| | Sundry | - | - |
| | From general funds | £ 33,813.07 | £ 12,260.54 |
| | Other payments CMTF | | |
| | District Annual levy | 9,934.02 | 8,551.41 |
| | Connexional levy on sale of chapels | - | 80,144.96 |
| | TMCP administration charge | 740.55 | 661.74 |
| | | £ 10,674.57 | £ 89,358.11 |
| | Total | £ 44,487.64 | £ 101,618.65 |
| | Transfers and adjustments - Funds withdrawn from CMTF | | |
| | Transfer to fund work on N Walsham manse | - | 3,780.00 |
| | Transfer to fund advance re Hickling kitchen | 5,000.00 | - |
| | Transfer to fund removal costs | 6,170.00 | - |
| | Lay Employee salaries 2023-24 | - | 10,516.00 |
| | Lay Employee salaries 2024-25 | 22,097.00 | - |
| | Salary circuit administrator 2023-24 | - | 15,055.00 |
| | Salary circuit administrator 2024-25 | 18,463.00 | - |
| | | £ 51,730.00 | £ 29,351.00 |
| | Connexional and Charity Funds | | |
| | LWPT (Local Preachers and Worship Leaders Trust) | 150.00 | 165.00 |
| | World Mission | 350.00 | 363.00 |
| | Mission In Britain | 350.00 | 408.00 |
| | Fund for Property | 250.00 | 300.00 |
| | FSPD (Fund for the Support of Presbyters and Deacons) | 250.00 | 275.00 |
| | MMHS (Methodist Ministers Housing Society) | 150.00 | 155.00 |
| | MHA (Methodist Homes for the Aged) | 150.00 | 258.00 |
| | District Benevolent Fund | 200.00 | 190.00 |
| | Methodist Church Fund | 100.00 | 100.00 |
| | All We Can | 100.00 | 100.00 |
| | | £ 2,050.00 | £ 2,314.00 |
| | Designated Funds | | |
| | Manse maintenance | - | - |
| | Removals reserve | - | 6,000.00 |
| | Training budget | 2,301.78 | 2,662.78 |
| | Bursary Fund | 297.00 | 297.00 |
| | | £ 2,598.78 | £ 8,959.78 |

Independent Examiner's Report to the Trustees of the North Norfolk Methodist Circuit

For the year ended 31 August 2024

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the North Norfolk Methodist Circuit for the year ended 31 August 2024 set out on pages 1 to 2 plus notes showing total cash funds held at the balance sheet date of £161,834. As the Circuit'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 Circuit'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~~/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.



David Wright FCA

Wright Accountancy
83 Cromwell Road, Norwich
NR7 8XJ

29 June 2025