

**Trustees' Annual Report for the**  
**Dorking & Horsham Circuit of the Methodist Church**  
**For the year ended 31 August 2025**

**1. Introduction**

Welcome to the Annual Trustees' Report for the Dorking & Horsham Methodist Circuit. We are part of the Methodist Church of Great Britain and as such our main aim is to share the Christian Faith in our specific communities seeking to bring people into a vital and living relationship with God in Jesus Christ. What follows seeks to show how we go about that endeavour in partnership with the Churches that make up the Circuit along with other partners in the villages and towns in which we find ourselves. In all this we seek to be agents of transformation and change, bringing healing and hope into people's lives and the communities we serve.

**2. Reference and Administrative Details**

**Charity Name:** The Dorking & Horsham Circuit of the Methodist Church.

**Charity Number:** 1135069

**Date of registration:** 22nd March 2010

**Principal Office:** 23 Ryecroft Drive, Horsham, West Sussex RH12 2AW

**Superintendent Minister (to 31 August 2025):** Rev Gavin Hancocks

<b>Circuit Staff (2024–25):</b>	<b>Circuit Lay Workers</b>	<b>Circuit Stewards</b>
Rev Gavin Hancocks	Mrs Susan Halliday	Mr Brian Frogley
Rev Dan Balsdon	Mr Nicholas Joyce	Mrs Carol Stoves(Snr)
Rev David Pitkeathly	Mrs Louise Hollands	Mr Philip Reeves
Deacon Sarah Pitkeathly	Mrs Janette Masters	Mr Les Prescott (to November 24)
	Ms Vikki Mead	Mr David Casey (from December 24)
	Mrs Carol Stoves	
	Mr David Wrighton	

**Principal Officer:** Mr Brian Frogley acted as the principal officer overseeing the day to day financial management and accounting for the Circuit during the year.

**Independent Examiner:** Mr Tony Canvin.  
33 Kingmere, South Terrace, Littlehampton, West Sussex BN17 5LD

**Investment Bankers:** Central Finance Board of the Methodist Church,  
Trustees for Methodist Church Purposes

**3. Aims and organisation**

Charity objective is to act as a Resource provider within the area from Cobham, Surrey in the north to Partridge Green, West Sussex in the south, for the Methodist Church:

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;
- Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of The Methodist Church;
- 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
- e. The organisation and resourcing of regular public acts of worship open to members of the church and non-members alike.
- f. The teaching of Christianity through sermons, courses and small groups.
- g. The resourcing of pastoral work including visiting the sick and bereaved.
- h. Taking religious assemblies in local schools.
- i. Promotion of Christianity through the staging of events and services.
- j. Provision of chaplaincy services to the local university and other institutions.

#### 4. Review of the year

Activities during the year included:

- Regular worship and preaching across the four churches
- Oversight of the Dorking Christian Centre (DCC) as a major community hub
- Safeguarding training and compliance
- Property maintenance and refurbishment of manses and church buildings
- Financial oversight and preparation for merger
- Pastoral support and leadership transitions

##### 4.1. Circuit Merger

This was the dominant strategic focus of the year. Key achievements:

- All churches in both Circuits voted in favour of merger
- District Council and Conference approval obtained
- New name agreed: **Gatwick & Mole Valley Circuit**
- Steering Group met regularly to plan transition
- Ending Well service arranged for 26 July 2025
- Inauguration Service planned for 13 September 2025

The Circuit Meeting affirmed that the merger was necessary due to vulnerability arising from small membership (approx. 300), limited staff capacity, and the benefits of shared resources.

##### 4.2. Stationing and Staffing

- The Circuit Invitation Committee granted a **curtailment** of Rev Gavin Hancocks' appointment, ending August 2025.
- A **new Superintendent** was sought through the 2024–25 stationing rounds.
- A proposed **Diaconal appointment** for the DCC and northern churches was not matched in diaconal stationing in Jan/Feb 2025, however an unexpected match was then made in May 2025 to begin 1<sup>st</sup> September 2025.
- Sabbatical arrangements for Rev Dan Balsdon took place January–April 2025.

##### 4.3. Dorking Christian Centre (DCC)

The DCC continued to deliver significant community impact to its local community.

Key developments:

- Appointment of **Parish Nurse Jo Wright**, described as “an invaluable resource”.
- Ongoing property issues addressed (entrance flooring, urinals).
- Approval to seek quotes and grants for **replacement double-glazed windows**.

##### 4.4. Property and Manses

- Approval of **Leatherhead heating proposal (Phase 1)**.
- Approval of major refurbishment at **23 Ryecroft Drive** for incoming minister.



- Routine maintenance across all manse.
- Thanks recorded for property volunteers at CMC and LMC.

#### **4.5. Safeguarding and EDI**

- Foundation and Advanced safeguarding training delivered.
- EDI officer reported and sought additional support.
- Mandatory training for line managers on sexual harassment and bullying introduced.

#### **4.6. Local Preachers and Worship Leaders**

- Long-serving LP Secretary Rob Pitt stepped down.
- **Ian George** approved for admission as a Local Preacher, with a recognition service on 4 May 2025.

#### **4.7. Community and Ecumenical Life**

- Section 14A agreements renewed for churches meeting at the DCC.
- Churches hosted concerts, community events, and pastoral gatherings.
- The Circuit participated in wider District life, including Synod.

### **5. Financial Review**

The Circuit ended the year in a stable financial position.

#### **5.1. 2023–24 Accounts**

The examined accounts were approved in February 2025, with amendments to include the DCC property value: "The corrected total property value was £3,544,629... With these corrections, the accounts were accepted."

#### **5.2. 2024–25 Financial Position**

- A **small surplus** was expected for the year.
- Higher-than-anticipated interest from TMCP accounts contributed positively.
- Property expenditure exceeded budget due to expenditure relating to the removal of Japanese Knotweed from the Leatherhead manse garden.
- £320,000 was returned for part reimbursement of a levy taken from the proceeds of the sale of Cobham Methodist Church when the Regeneration Project at Cobham United Church, to which the Circuit made a grant, was agreed to be a Replacement Project.

#### **5.3. Budgeting for 2025–26**

The Circuit Meeting approved:

- A **cap and collar** system for assessments (cap +14%, collar –10%)
- Funding for:
  - Parish Nurse (£4,900 from CMTF)
  - Circuit/Cornerstone Administrator (£4,320 from CMTF)
- Increase of Independent Examiner fee to £350
- Budget for 2025–26 in preparation for the new Circuit

#### **5.4. Merger-related Transfers**

The Circuit approved the transfer of:

- All assets and liabilities
- All staff
- All property (insured value £4,171,554)

to the **Gatwick & Mole Valley Circuit** on 1 September 2025.

## 6. Plans for Future Periods

From **1 September 2025**, all mission, governance and financial responsibilities transfer to the **Gatwick & Mole Valley Circuit**.

The Dorking & Horsham Circuit will:

- Complete residual administrative tasks
- Finalise closure of accounts
- Transfer remaining funds and documentation
- Dissolve the charity once all obligations are met

The new Circuit will continue the mission and ministry previously undertaken by Dorking & Horsham.

## 7. Public Benefit

The trustees confirm that they have complied with the duty under the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

The Circuit provides public benefit through:

- Worship, pastoral care, and Christian teaching
- Community services at the Dorking Christian Centre
- Support for vulnerable people through the Parish Nurse role
- Ecumenical partnerships and community events
- Provision of buildings for community groups and other churches
- Safeguarding and wellbeing initiatives

## 8. Structure, Governance and Management

The Circuit is an unincorporated charity operating within the constitutional framework of the Methodist Church in Great Britain. The governing document for the circuit is the Deed of Union (1932) and Methodist Church Act (1976)

Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual conference (CPD).

Day to day management of the circuit is undertaken by the Circuit Leadership team along with the Local Preachers meeting and the Circuit Property Secretary.

The governing body is the **Circuit Meeting**, which met on:

- 12 September 2024
- 26 February 2025 (Zoom)
- 18 March 2025
- 9 July 2025 (Extraordinary Meeting)

### 8.1. Trustees

Trustees are appointed by virtue of office or election according to Methodist Standing Orders. No safeguarding or Charity Commission declarations were reported during the year.

MINISTERS	CIRCUIT STEWARDS
Rev Gavin Hancocks ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mr Brian Frogley
Rev Dan Balsdon	Mrs Carol Stoves
Deacon Sarah Pitkeathly	Mr Philip Reeves
Rev David Pitkeathly ( <i>resigned 15<sup>th</sup> August 2025</i> )	Mr Les Prescott ( <i>resigned November 2024</i> )
	Mr David Casey ( <i>from December 2024</i> )



<b>CIRCUIT MEETING SECRETARY</b>	<b>SUPERNUMERARY MINISTERS</b>
Mrs Carolyn King	Rev Sue Conroy ( <i>resigned 15<sup>th</sup> August 2025</i> )
<b>CIRCUIT SAFEGUARDING OFFICER</b>	<b>TRINITY SCHOOL GOVERNOR</b>
Mr Nicolas Joyce ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mrs Gill Walker ( <i>resigned 31<sup>st</sup> August 2025</i> )
<b>CIRCUIT LOCAL PREACHERS &amp; WORSHIP LEADERS REPRESENTATIVES</b>	
Mrs Jay Dunning ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mr Robert Pitt ( <i>resigned 31<sup>st</sup> August 2025</i> )
<b>CHURCH REPRESENTATIVES</b>	
<b>COBHAM UNITED CHURCH:</b>	<b>EFFINGHAM METHODIST CHURCH</b>
Mr Brian Manners ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mr David Putland ( <i>resigned 31<sup>st</sup> August 2025</i> )
Mrs Helen Pattison ( <i>Resigned May 2025</i> )	Mrs Rhona Elliott ( <i>resigned 31<sup>st</sup> August 2025</i> )
<b>LEATHERHEAD METHODIST CHURCH</b>	<b>CORNERSTONE METHODIST CHURCH</b>
Mr Andrew Foster ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mr David Randell ( <i>resigned 31<sup>st</sup> August 2025</i> )
Mr Tim Hall ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mr John Dale ( <i>resigned 31<sup>st</sup> August 2025</i> )
Mr Ron Shaw ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mrs Teresa Thomson ( <i>resigned 31<sup>st</sup> August 2025</i> )
Mr David Stoves ( <i>resigned 31<sup>st</sup> August 2025</i> )	Mr Fred King ( <i>resigned 31<sup>st</sup> August 2025</i> )
	Ms Christine Lawley ( <i>resigned 31<sup>st</sup> August 2025</i> )

## 8.2. Major Governance Change: Circuit Merger

During 2024–25 the Circuit undertook the formal process of consultation regarding merging with the **Redhill & East Grinstead Circuit**.

All Church Councils approved the merger, and the Methodist Conference confirmed the creation of the **Gatwick & Mole Valley Circuit** with effect from **1 September 2025**.

Residual trustees were appointed to complete closure tasks for the Dorking & Horsham Circuit.

- Philip Reeves
- Brian Frogley
- Carol Stoves
- Carolyn King
- Deacon Sarah Pitkeathly
- Rev Dan Balsdon (Chair)

## 9. Trustee Training

A range of guidance produced by Methodist Connexion to support the effective running of the circuit, specifically the leaflet 'The Role of a Trustee in The Methodist Church' is given to all new Circuit meeting members as induction to their role as trustees.

## 10. Related Parties

The Circuit is part of the South-East District and is also accountable to the Methodist Conference. The following Methodist Churches are linked to the circuit Cobham Methodist Church, Effingham Methodist Church, Leatherhead Methodist Church, Cornerstone Methodist Church – Horsham & Partridge Green.

Other specific organisations with specific linkage: Cobham United Reformed Church which, together with the Cobham MC, forms the Single Congregation Local Ecumenical Partnership known as the Cobham United Church.

## 11. Risk Management

Risks are identified and monitored periodically and professional advice taken when necessary.

Key risks identified and mitigated during the year:

- **Sustainability of small Circuit** → addressed through merger.
- **Staffing gaps** → interim cover planned by CLT; stationing pursued.
- **Property maintenance** → regular inspections and approved refurbishment projects.
- **Safeguarding compliance** → training delivered; no declarations reported.
- **Financial volatility** → conservative budgeting; reserves monitored; assessment cap/collar introduced.

Income and Expenditure is being monitored in total and is compared with the approved annual budget on a half yearly basis.

## 12. Safeguarding

*Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.*

Methodist Connexional practice outlines commitment to the following principles:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults when they are vulnerable
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.
- We will carefully select and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes.
- We will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- We will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.
- We will seek to challenge any abuse of power, especially by anyone in a position of trust.
- We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
- In all these principles we will follow legislation, guidance and recognised good practice

The Dorking & Horsham Circuit commits itself to ensuring the implementation of Connexional Safeguarding Policy; government legislation, guidance and safe practice in the circuit and in the churches.

The Dorking & Horsham Circuit commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

## 13. Reserves policy

The Reserves Policy for the Circuit is to hold a minimum sum equivalent to two months' average expenditure from the General Budget (less transfers from Circuit Model Trust Fund) plus the total of committed expenditure from the Circuit Model Trust Fund. Additionally, there are Designated Funds sufficient to meet the full year's cost for



ministerial allowances and the training budget and unspent monies from the annual budget of £15,000 for repair and maintenance of the manses. This should be sufficient to meet any unforeseen item of major expenditure on manses and / or to be able to continue, in the short term, funding planned activities in the event of any inability to raise the full Circuit Assessment from churches.

#### **14. Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the Annual Report and Accounts in accordance with Methodist Standing Orders and charity law. They must ensure that:

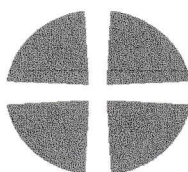
- Proper accounting records are kept
- Financial statements comply with applicable law
- The charity operates within its purposes

#### **15. Approval**

This report was approved by the residual trustees of the Dorking & Horsham Circuit on 16<sup>th</sup> March 2026.

Signed: 

Rev Tony Cavanagh, Superintendent Minister, Gatwick and Mole Valley Methodist Circuit



**Circuit  
Accruals Accounts  
2024-2025**

**THE METHODIST CHURCH**  
**STANDARD FORM OF ACCOUNTS**  
**ACCRUALS BASIS**  
**for the year ended 31 August 2025**

**Dorking and Horsham**

**Circuit**

**Registered Charity - Registration number**

**1135069**

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

South East	District	Circuit No	36 / 10
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**Ministers**

Revd Gavin Hancocks
Revd Daniel Balsdon
Deacon Sarah Pitkeathly

**Circuit Stewards**

Carol Stoves
Philip Reeves
David Casey

**Circuit Treasurer**

Brian Frogley
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**Statement of Financial Activities (SOFA) for the year ended 31 August 2025**

	Notes to the accounts	General Fund (Unrestricted) £	Circuit Model Trust (Unrestricted) £	Designated Funds (Unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2024-2025 £
<b>Income and Endowments</b>							
1 Donations and legacies				2,022	1,776		3,798
2 Income from monetary investments		19,971	-	433			20,404
3 Income from investment properties	3	-					0
4 Assessments on Churches	4	180,000					180,000
5 Lettings - Dorking Christian Centre				96,931			96,931
6 Café Receipts - Dorking Christian Centre				34,027			34,027
7 Capital Receipts			320,000				320,000
8 Grants received - Circuit	5a				16,300		16,300
9 Grants received - Dorking Christian Centre	5b				200		200
10 Other charitable activities	6				75,658		75,658
<b>11 Total from charitable activities</b>		<b>199,971</b>	<b>320,000</b>	<b>133,413</b>	<b>93,934</b>	<b>-</b>	<b>747,317</b>
12 Other income	6	1,474					1,474
<b>13 Total income and endowments</b>		<b>201,445</b>	<b>320,000</b>	<b>133,413</b>	<b>93,934</b>	<b>-</b>	<b>748,792</b>
<b>Expenditure</b>							
14 Grants and donations	7	3,731	-				3,731
15 Salaries and associated costs	8	126,955		490	147,158		274,604
16 Property maintenance and costs	9	15,448		180,270	11,844		207,562
17 Connexional assessment		34,796					34,796
18 District Assessment & Levy		8,230	-				8,230
19 Depreciation							0
20 Office expenses	10	7,235	1,515	267			9,017
21 Other outgoings	11	3,263		33,105	6,031		42,399
<b>22 Total charitable expenditure</b>		<b>199,658</b>	<b>1,515</b>	<b>214,132</b>	<b>165,033</b>	<b>-</b>	<b>580,339</b>
23 Gains/(losses) on monetary investments		-	-	-	-	-	-
24 Gains/(losses) on investment properties	3	-	-	-	-	-	-
<b>25 Net income/(expenditure)</b>		<b>1,787</b>	<b>318,485</b>	<b>(80,719)</b>	<b>(71,100)</b>	<b>-</b>	<b>168,453</b>
26 Transfers between funds	7	(159,845)	-	142,898	16,947	-	-
27 Other movements of funds	7	164,500	(157,830)	(70,058)	27,558	-	(35,830)
<b>28 Net movement in funds</b>		<b>6,442</b>	<b>160,655</b>	<b>(7,879)</b>	<b>(26,595)</b>	<b>-</b>	<b>132,623</b>
29 Total funds brought forward		3,605,390	60,608	49,307	37,707	485	3,753,498
<b>30 Total funds carried forward</b>		<b>3,611,832</b>	<b>221,263</b>	<b>41,428</b>	<b>11,112</b>	<b>485</b>	<b>3,886,121</b>

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

	Notes to the accounts	General Fund (Unrestricted) £	Circuit Model Trust (Unrestricted) £	Designated Funds (Unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2023- 2024 £
<b>Income and Endowments</b>							
1 Donations and legacies				2,007	12,509		14,516
2 Income from monetary investments		25,375	1,945	465			27,785
3 Income from investment properties	3	-					0
4 Assessments on Churches	4	173,000					173,000
5 Lettings - Dorking Christian Centre				88,929			88,929
6 Café Receipts - Dorking Christian Centre				36,086			36,086
7 Capital Receipts							0
8 Grants received - Circuit	5a				16,300		16,300
9 Grants received - Dorking Christian Centre	5b				2,250		2,250
10 Other charitable activities	6				74,496		74,496
11 Total from charitable activities		198,375	1,945	127,487	105,555	-	433,362
12 Other income							0
13 Total income and endowments		198,375	1,945	127,487	105,555	-	433,362
<b>Expenditure</b>							
14 Grants and donations	7	-	427,280				427,280
15 Salaries and associated costs	8	118,935		2,409	137,895		259,239
16 Property maintenance and costs	9	14,761		47,019	2,775		64,555
17 Connexional assessment		31,930					31,930
18 District Assessment & Levy		7,909	(82,941)				(75,032)
19 Depreciation							0
20 Office expenses	10	8,140	25,000	741			33,881
21 Other outgoings	11	1,611		27,863	5,246		34,720
22 Total charitable expenditure		183,286	369,339	78,032	145,916	-	776,573
23 Gains/(losses) on monetary investments		-	-	-	-	-	-
24 Gains/(losses) on investment properties	3	-	-	-	-	-	-
25 Net income/(expenditure)		15,089	(367,394)	49,455	(40,361)	-	(343,211)
26 Transfers between funds	7	(42,808)	-	16,933	25,875	-	-
27 Other movements of funds	7	32,004	(22,000)	(64,404)	32,400	-	(22,000)
28 Net movement in funds		4,285	(389,394)	1,984	17,914	-	(365,211)
29 Total funds brought forward		3,601,105	450,002	47,323	19,793	485	4,118,709
30 Total funds carried forward		3,605,390	60,608	49,307	37,707	485	3,753,498



**Balance Sheet as at 31 August 2025**

Notes to the Accounts	General Fund (Unrestricted)	Circuit Model Trusts (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2025	Totals 2024
	£	£	£	£	£	£	£

**Fixed Assets**

Circuit Manses & Equipment		3,544,629				3,544,629	3,544,629
Investment properties						0	0
Investments					485	485	485
<b>Total fixed assets</b>		<b>3,544,629</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>485</b>	<b>3,545,114</b>

**Current Assets**

Debtors	BS1	27,402				27,402	11,968
Loans by the Circuit						0	0
Investments with TMCP			221,263			221,263	60,607
Central Finance Board Deposits	BS2	126,303		12,591	18,226	157,120	142,622
Cash at Bank and in hand		11,051		28,837	10,465	50,353	71,238
<b>Total current assets</b>		<b>164,756</b>	<b>221,263</b>	<b>41,428</b>	<b>28,691</b>	<b>0</b>	<b>286,436</b>

**Current liabilities**

Creditors (due in under 1 year)	BS2	97,553			17,579	115,131	78,052
Grants payable within 1 year	BS2	0	0			0	0
<b>Total current liabilities</b>		<b>97,553</b>	<b>0</b>	<b>0</b>	<b>17,579</b>	<b>0</b>	<b>78,052</b>
<b>Net current assets/liabilities</b>		<b>67,204</b>	<b>221,263</b>	<b>41,428</b>	<b>11,112</b>	<b>0</b>	<b>208,383</b>

<b>Total assets less current liabilities</b>		<b>3,611,833</b>	<b>221,263</b>	<b>41,428</b>	<b>11,112</b>	<b>485</b>	<b>3,886,120</b>	<b>3,753,497</b>
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**Long term liabilities (due after more than one year)**

after more than one year/								
Grants payable after 1 year	BS2	0					0	0
Loans to the Circuit							0	0
							0	0
<b>Net assets</b>		<b>3,611,833</b>	<b>221,263</b>	<b>41,428</b>	<b>11,112</b>	<b>485</b>	<b>3,886,120</b>	<b>3,753,497</b>

**Funds of the Circuit**

General Fund (Unrestricted)		3,611,833				3,611,833	3,605,391	
Circuit Model Trust Fund (Unrestricted)			221,263			221,263	60,607	
Designated Funds (Unrestricted)				41,428		41,428	49,307	
<b>Total Unrestricted Funds</b>						<b>3,874,523</b>	<b>3,715,305</b>	
Restricted Funds					11,112	11,112	37,707	
Endowment Funds						485	485	
<b>Total Funds</b>		<b>3,611,833</b>	<b>221,263</b>	<b>41,428</b>	<b>11,112</b>	<b>485</b>	<b>3,886,120</b>	<b>3,753,497</b>

Signed

Circuit Treasurer

## Notes to the Accounts

**1 Basis of accounting and accounting policies****i Accounting standard**

The financial statements have been prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP)' applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective from 1 January 2015) - (Charities SORP (FRS 102))

**ii Public benefit entity**

The Dorking and Horsham Methodist Circuit meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s) below.

**iii Basis**

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year. The accruals basis has been used and trustees present accounts that show a true and fair view of the Circuit's financial position and activities.

**iv Content**

The financial information presented is relevant, reliable, comparable and complete. Where estimates are used these are based on experience, research and judgement. The accounts are expressed in £Sterling, rounded to the nearest pound.

**v FRS 102 SORP 2015**

These accounts are compliant with FRS 102 and with the FRS 102 SORP 2015. The accounts have been prepared in accordance with applicable charity law in England this being the Charities Act 2011 and SI 2008/629 (Charities Accounting and Reporting Regulations) and, pending the making of replacement Regulations specific to SORP 2015 in accordance with Reg.8(4)(d) of SI 2008/629, the charity trustees have departed from the requirement of Reg.8(5) by following SORP (FRS 102) instead of SORP 2005 to the extent necessary to give a true and fair view in the circumstances.

**vi Going concern**

Based on the monetary assets and human resources available at 31 August 2025, the trustees believe that the Circuit is a going concern.

**vii Consolidation**

The Circuit has denominational regulatory oversight in respect of the work of the Churches within the Circuit but has no legal or operational control of those Churches and their governing bodies except in extreme circumstances. For this reason, the financial statements of Churches within the Circuit are not consolidated into these financial statements.

**viii Income recognition**

Income is included in the Statement of Financial Activities (SOFA) when the Circuit becomes entitled to the resources; the trustees are reasonably certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

Individual amounts categorised as Other income in the SOFA will be shown separately if they are considered material.

The Circuit acts as agent in the collection from Churches and payment over of their contributions to various Funds controlled and administered by The Methodist Church - "Connexional Funds". These transactions are not reflected in the SOFA because they are the income of the Connexion. Instead the transactions are disclosed in the Notes to the Accounts as required by SORP (FRS 102).

In accordance with the Charities SORP (FRS 102), the time of volunteers is not recognised. Further information on this matter is provided in the Trustees' Annual Report. If goods are donated, a value will be shown in the SOFA or Notes where the value is considered material.



## **ix Expenditure**

Expenditure is recognised 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 Circuit to pay out resources.

## **x Grants**

Grants made by the Circuit from its own funds are recognised in full at the time of agreement or when the Circuit accepts that there is a legal or operational obligation to make the payment. When the grant is recurrent over more than one year and from existing funds the balance payable in future years is treated as a provision for future commitments in the Balance Sheet against the appropriate fund, the provision being released in future years as instalments are paid in accordance with the originally agreed terms.

## **xi VAT**

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

## **xii Tangible fixed assets**

These are capitalised if they can be used for more than one year, and individually cost at least £1,000. The freehold property comprising the three manses is shown in the accounts at 2015 deemed values, which comprised the insurance rebuild costs at that time and an estimated land component value of £183,000. No depreciation is provided on the buildings because the trustees consider the current residual fair value of the manse buildings (on the assumption that they had reached the end of their useful economic life by the year-end) to be not less than their current value. Any depreciation would not be material. The properties have been reviewed for impairment.

The Dorking Christian Centre became the responsibility of the Circuit at 1st September 2021 at a deemed value of £2,514,629 comprising the insurance rebuild costs and an estimated land value of £345,000 and demolition costs of £50,000.

The Circuit has made use of the deemed cost option on transitioning to FRS102, as outlined above.

## **xiii Monetary Investments**

The Circuit's investments are in monetary assets classified as basic financial instruments under FRS 102 and are held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees. The valuations, a market value, are those provided by TMCP. The unrealised gains arising on investments at the end of the year are shown in the SOFA.

## **xiv Receivables and Payables; Bank and Cash (Basic Financial Instruments)**

Debtors are stated at the amounts owed to the Circuit or prepaid. Creditors are recognised at the cash or other consideration expected to be paid. The liquid funds of bank balances and deposit fund balances are shown at their realisable values.

## **xv Methodist Connexional Funds**

The Methodist Church Connexion raises assessments against Circuits and these are paid quarterly to their Districts. The Circuits raise assessments against Churches in the Circuit. The District quarterly remits to The Methodist Church Fund most of the sum received from Circuits. A small sum is retained by the District to meet its own costs. The Circuit may act as agent for ad hoc collections for various funds controlled and administered by The Methodist Church. These are detailed in Note 12 below.

## **xvi Funds**

The trustees have adopted a policy for all unrestricted reserves which is attached as a separate document.

## **xvii Endowment funds**

Where the Circuit holds money that may not be spent and must be retained (as capital) to generate an income the money or assets to be retained are classified as an Endowment Fund. The capital will be shown in the balance sheet in the column for endowment funds. The income may be restricted or unrestricted depending upon the terms of the endowment.

## **xviii Ministers' manse costs**

The Circuit is required to provide accommodation for each minister in the Circuit and their families and this is seen as a benefit to the Circuit. Ministers are expected to occupy the manse provided for them. The Circuit bears the cost of repairs, maintenance, buildings insurance, Council Tax and water charges. These figures are not separately disclosed as benefits-in-kind for ministers as HMRC does not seek to tax these receipts in the hands of ministers.

## **xix Transition to FRS 102**

The transition date as defined by FRS 102 was 1 September 2015.

## 2 Glossary of terms

**Church:** a group of members from fewer than 10 to more than 300

**Circuit:** a group of Methodist Churches near each other, typically between 10 and 30

**Connexion:** The Methodist Church in Great Britain which includes the Head Office at Methodist Church House, all Methodist Districts, Circuits and Churches in Great Britain

**Connexional Funds:** The Designated and/or Restricted Funds held and administered by the Connexion in furtherance of its charitable and mission objectives.

**District:** a group of contiguous Circuits, usually between 15 and 30

**FRS:** Financial Reporting Standard

**HMRC:** His Majesty's Revenue and Customs

**Lay Employees:** Personnel employed by the Circuit on generally accepted commercial employment terms

**MMPS:** Methodist Ministers' Pension Scheme

**Pensions Trust:** The Pensions Trust, the organisation through which the Circuit arranges a pension scheme for its Lay Employees

**Presbyters (including Superintendent):** Probationer or Ordained Methodist Ministers and/or Deacons who have pastoral and administrative responsibility for the Churches within the Circuit

**SOFA:** Statement of Financial Activities

**SORP:** Statement of Recommended Practice

**TMCP:** Trustees for Methodist Church Purposes, the legal owner and Custodian Trustee of all Methodist Model Trust property, including legacies, Endowments and Accumulated Funds



### 3 Investment Property

All three manses in the Circuit are now being used by the ministerial team and their families.

### 4 Assessments on Churches

The Circuit comprises of 4 churches (3 Methodist Churches and 1 URC/Methodist Church SCLEP) and each is assessed for a contribution to meet the overall net costs of the Circuit. The Circuit aims to cover all its net core costs (including support granted to various mission projects that is not drawn from the Circuit Model Trust Fund) from this Assessment.

The contribution from each church is determined annually by the Circuit using a formulaic method which takes account of the relative number of members in each church and its relative income (after deduction of certain actual and notional expenses). Assessments on Churches are quarterly in advance (except Cobham UC who pay monthly in advance) and are treated as pre-payments on a receivable basis.

The Dorking Christian Centre, that had been managed by the Dorking Methodist Church, is now the Circuit's responsibility and their financial activities have been incorporated into these Circuit accounts. They also pay a monthly amount as their contribution to the running costs of the Circuit

### 5 Grants Receivable

a. Grants Received Directly by Circuit	General Fund	Circuit Model Trust Fund	Restricted Funds	Total	2024
Dorking Christian Centre - Cook					
Mole Valley DC			16,300	16,300	16,300
<b>Totals</b>	-	-	16,300	16,300	16,300

b. Grants Received by Dorking Christian Centre	General Fund	Circuit Model Trust Fund	Restricted Funds	Total	2024
Dorking Christian Centre - Parish Nurse					
Cinnamon Network Trust			-	-	2,000
Dorking Christian Centre - Warm Spaces					
Surrey County Council			200	200	250
<b>Totals</b>	-	-	200	200	2,250

### 6 Other Income

	General Fund	Circuit Model Trust Fund	Restricted Funds	Total	2024
Leatherhead Family & Children's Worker					
Leatherhead MC			36,169	36,169	33,438
Circuit / Cornerstone MC Administrator					
Cornerstone MC			4,026	4,026	3,659
St Andrews Chapel Administrator					
Cornerstone MC			5,370	5,370	4,876
St Andrews Chapel Caretaker / Cleaner					
Cornerstone MC			4,800	4,800	4,736
Community Resilience Lay Worker					
Cornerstone MC			4,430	4,430	9,591
St Andrews Chapel Centre Manager					
Cornerstone MC			9,444	9,444	7,894
Leatherhead Administrator					
Leatherhead MC			9,054	9,054	8,378
Donations received for leaving gifts	1,474				
Various Restricted Funds received by the Dorking Christian Centre			2,365	2,365	1,924
<b>Totals</b>	1,474	-	75,658	75,658	74,496

## 7 Grants and Donations

On 1st September 2023 the Methodist Churches at London Road Horsham, St Andrews Roffey and Partridge Green were merged into one church and collectively known as Cornerstone Methodist Church.

Most projects are run by the churches but the corresponding lay workers are employed by the Circuit and these grants are shown as internal transfers from the General Fund.

Grantee / Donee	General Fund				
	Unpaid b/fwd	New this year	Paid this year (external)	Paid this year (Internal transfer)	Unpaid c/fwd
Dorking Christian Centre Chaplain	-	12,921	-	12,921	-
Circuit Administrator	-	4,026	-	4,026	-
	-	-	-	-	-
Donations for leaving gifts etc	-	3,731	3,731	-	-
<b>Totals</b>	-	20,678	3,731	16,947	-

Grantee / Donee	Circuit Model Trust Fund				
	Unpaid b/fwd	New this year	Paid this year (external)	Paid this year (Internal transfer)	Unpaid c/fwd
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Totals</b>	-	-	-	-	-

There are three Designated Funds for manse repairs, general training and unused ministerial allowances (see Note 8 below). Transfers were made

Item	Transfers			
	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds
Grant funding from General Fund	(16,947)	-	-	16,947
Grant funding from CMTF	-	-	-	-
	-	-	-	-
Manse repairs	(140,730)	-	140,730	-
General training	(1,677)	-	1,677	-
Ministerial allowances	(490)	-	490	-
	-	-	-	-
<b>Totals</b>	(159,845)	-	142,898	16,947

Item	Other Movements of Funds			
	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds
	-	-	-	-
Provision for Stipend Support 2025-2026	-	(57,830)	-	-
Release Stipend Provision for 2024-2025	22,000	-	-	-
Assessment - Dorking Christian Centre	35,000	-	(35,000)	-
Salaries - Dorking Christian Centre	-	-	(35,000)	35,000
DCC Shortfall on Parish Nurse	-	-	(58)	58
Budget for Refurbishment of Ryecroft Drive ma	100,000	(100,000)	-	-
	-	-	-	-
Closure of Lay Pastor fund	7,500	-	-	(7,500)
	-	-	-	-
<b>Totals</b>	164,500	(157,830)	(70,058)	27,558

The Circuit welcomed a new Presbyterian on 1st September 2023 to serve the northern part of the circuit for two thirds of his time and he is also the Assistant Chair for the Central zone of the District for one third of his time for which the Circuit receives a reimbursement from South East District for one third of his stipend plus other costs. This is treated as a reduction of the Stipend expenditure and not income.



## 8 Salaries and associated costs

	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds	Total
	(3 Full time Presbyters)			(1 Full time and 9 part time lay employees)	
Stipends / salaries	86,443	-	-	133,331	219,774
National Insurance Contributions	10,045	-	-	8,722	18,767
Pensions	16,776	-	-	5,106	21,882
Ministerial travel	8,218	-	-	-	8,218
Ministerial allowances	-	-	490	-	490
Other ministerial expenses	-	-	-	-	-
Removal costs	5,473	-	-	-	5,473
	-	-	-	-	-
<b>Totals</b>	<b>126,955</b>	<b>-</b>	<b>490</b>	<b>147,158</b>	<b>274,604</b>

Ministerial allowances to cover books and training costs are provided in the sum of up to £350 each year for each Presbyter. Any unused sums up to £350 for each Presbyter are carried forward to future years.

### Pensions

Ministers are members of the Methodist Ministers' Pension Scheme (MMPS) which is a defined benefit scheme.

The Circuit's lay employees have the option of joining a pension scheme which the Circuit has arranged with The Pensions Trust. This is a defined contributions scheme.

### Payments to trustees

Payments to Presbyteral trustees are shown in the table above. Non-Presbyteral trustees receive no travel expenses and no other expense payments in the exercise of their duties save for reimbursement of costs incurred on behalf of the Circuit for specific projects or events (primarily manse repairs and maintenance).

## 9 Property maintenance and costs

The Circuit is Managing Trustee for 3 manses, all of which are occupied by ministers stationed in the Circuit. The Circuit insures all the manses and the Circuit is responsible for the payment of Council Tax, Utilities and Water charges.

The cost of ongoing maintenance, repairs and improvements to all the properties is funded through a Designated Manse Fund and a transfer of £15,000 pa is made from the General Fund. The level of transfer is reviewed by the trustees each year.

The Circuit pays for the quinquennial structural surveys on each manse and each church in the Circuit.

	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds	Total
Property maintenance					
<i>Leatherhead</i>	-	-	22,484	-	22,484
<i>Ryecroft Drive, Horsham</i>	-	-	113,825	-	113,825
<i>Butlers Road, Horsham</i>	-	-	3,231	-	3,231
<i>Cobham</i>	-	-	1,150	-	1,150
<i>Dorking Christian Centre</i>			480		480
Insurance	3,486	-	-	-	3,486
Council Tax	9,358	-	-	-	9,358
Water Rates	1,404	-	-	-	1,404
Structural surveys	1,200	-	-	-	1,200
Dorking Christian Centre					-
<i>Repairs &amp; Maintenance</i>				11,844	11,844
<i>Refurbishment</i>			14,090		14,090
<i>Utilities - Gas/Elec/Water/Phone</i>			20,500		20,500
<i>Insurance &amp; Licences</i>			4,509		4,509
Totals	15,448	-	180,270	11,844	207,562

## 10 Office expenses

	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds	Total
Phones and internet	2,189	-	-	-	2,189
Printing, office supplies etc	2,520	-	-	-	2,520
Employment administration costs	1,919	-	-	-	1,919
Charitable donation for Independent Examination	350	-	-	-	350
Bank charges	60	-	-	-	60
Admin costs for monetary investments	197	-	-	-	197
District Advance Fund levy	-	1,515	-	-	1,515
Dorking Christian Centre - Office costs			267		267
	-		-	-	-
Totals	7,235	1,515	267	-	9,017

The employment administration costs relate to the charge made by the central payroll bureau of the Methodist Church which the Circuit uses for paying its lay employees. This figure also includes the Circuit's share of the Apprenticeship Levy payable by the Methodist Church.

The trust administration charge is levied by TMCP for investing the Circuit Model Trust Fund.

## 11 Other outgoings

	General Fund	Circuit Model Trust Fund	Designated Funds	Restricted Funds	Total
Lay employment expenses and costs	-	-	-	-	-
Supernumerary fees and other travel costs	1,789	-	-	-	1,789
Training	-	-	1,677	-	1,677
Balance on Comm Res Fund to CMC	*			5,246	5,246
Leaving gift from donations received	1,474				1,474
Dorking Christian Centre					-
Café / Served Costs			14,567		14,567
Cleaning			14,551		14,551
Other costs			2,309	728	3,037
Parish Nurse - equipment				57	57
Totals	3,263	-	33,105	6,031	42,399



Various of the lay employees incur costs which are payable from the Restricted Funds held by the Circuit instead of by the churches where their work is based. This includes the cost of providing holiday and sickness cover for the cook at the Dorking Christian Centre.

The Circuit meets the travel costs of all non-stipendiary Ministers and Local Preachers preaching at Circuit churches and the cost of preaching fees payable to Supernumerary Ministers.

## 12 Methodist Connexional Funds

The monies shown below are passed to the Circuit by churches and their members for various Connexional Funds as set out in Note 1 (xv) and remitted to those funds. These figures are for information only and are not included elsewhere in the accounts.

### Balance brought forward from last year

Offerings/Gifts - received for Methodist Connexional Funds

Offerings/Gifts - passed to Methodist Connexional Funds

### Balance carried forward

2024-2025	2023-2024
0.00	0.00
3,047.15	56.00
3,047.15	56.00
0	0.00

**BS1 Debtors**

Deductions are made from Circuit monies in August in respect of stipends due for the month of September after the end of the accounting year. These are shown as debtors in the balance sheet.

**BS2 Analysis of current assets and liabilities and provisions**

Circuit churches pay their Assessments in August for the coming financial year, along with their contributions towards the costs of some of the lay employees during the coming year. A transfer has also been made from the Circuit Model Trust Fund during August in respect of the grants and donations agreed for the coming year. These payments and transfers are analysed below into the various funds along with the liabilities and provisions.

	Designated fund balances
Manse repair fund	3
Ministerial allowances	1,400
Training fund	1,500
Dorking Christian Centre	38,525
<b>Total</b>	<b>41,428</b>

Restricted Funds	Lay employee fund balances	Payments received in advance	Transfers received in advance	Creditors due in 1 year
Circuit / Cornerstone Administrator	14	1,119	-	1,119
Community Resilience Lay Worker	-	-	-	-
Dorking Christian Centre Chaplain (Fund closed)	-	-	-	-
Dorking Christian Centre Cook	242	-	-	-
Dorking Christian Centre Managers	115	-	-	-
Dorking Christian Centre - Parish Nurse	19	-	-	-
Lay Pastor (Fund closed)	-	-	-	-
Leatherhead Administrator	3	2,336	-	2,336
Leatherhead Y & CW	2	9,170	-	9,170
St Andrews-Chapel Administrator	0	1,320	-	1,320
St Andrews Chapel Centre Mgr / Mission	250	2,434	-	2,434
St Andrews Chapel Caretaker / Cleaner	3	1,200	-	1,200
<b>Sub Total:</b>	<b>647</b>	<b>17,579</b>	<b>-</b>	<b>17,579</b>
			-	-
Dorking Christian Centre Restricted Fund balances	10,465	-	-	-
			-	-
	-		-	-
<b>Totals</b>	<b>11,112</b>	<b>17,579</b>	<b>-</b>	<b>17,579</b>

General Funds	Fund balance	Payments received in advance	Transfers received in advance	Creditors due in 1 year
Balance of CFB deposits	18,140	-	-	-
Circuit Assessment	-	39,723	-	39,723
Stipend costs	-	-	57,830	57,830
<b>Totals</b>	<b>18,140</b>	<b>39,723</b>	<b>57,830</b>	<b>97,553</b>



## DECLARATIONS

### Treasurer

I confirm that I have prepared these accruals-based accounts from the records of the Circuit and that they include all funds under the control of the Circuit Meeting

Signature of Treasurer



Date

28-Feb-26

Name

Brian Frogley

Address

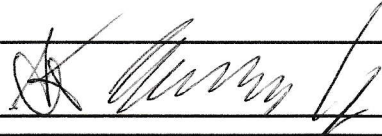
9 Ramsey Close, Horsham, West Sussex RH12 5AF

### Presentation to the Circuit Trustees for approval.

I confirm that the Accounts have been presented to the Circuit Trustees on  
and were approved.

16-Mar-26

Signature of the Circuit  
Superintendent



Name of the Circuit  
Superintendent

Revd Antony Cavanagh

Date

23-Mar-26

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

Dorking and Horsham

Circuit

The Circuit's Trustees are responsible for ensuring that the annual report and accounts present a true and fair view of the Circuit's income and expenditure for the year and of its assets and liabilities at the balance sheet date. The Trustees consider that an audit is not necessary for this year under Section 144 of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011;
- follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011; and
- state whether particular matters have come to my attention.

## Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items, in nature or scale, or disclosures in the accounts, seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a true and fair view. My report is limited to those matters set out in the statement below.

## Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 130 of the Charities Act 2011;
- and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

(3) 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.

Name

TONY CAUVIN

Signature



Relevant Professional qualification or body

Address

33, KINGMERE, SOUTH TERRACE,  
LITTLE HAMPTON  
WEST SUSSEX, BN17 5LD

Date

3 MARCH 2026