

**CHARITY NUMBER: 1136146**

Report of the Trustees and  
Financial Statements  
for the Year ended 31st August 2022  
for  
Haywards Heath Methodist Church

## **HAYWARDS HEATH METHODIST CHURCH**

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## **HAYWARDS HEATH METHODIST CHURCH**

### **Legal and Administrative Information for the Year ended 31st August 2022**

Registered Charity No: 1136146

Charity Name: Haywards Heath Methodist Church

Address of Charity: Perrymount Road  
Haywards Heath  
West Sussex  
RH16 3DN

Trustees/Council Members:	Barbara Evans-Routley	Will Fletcher
	Carol Andrews	Chris Dyer
	Ken Starnes	Antony Bartlett
	Megan Durnford	Nitya Johnkay
	David Jordan	Barbara Tomkinson
	Darren White	Alan Colgate
	Marion Cottingham	Gwen Durnford
	Richard Sutcliffe	Delia Sutcliffe
	Wendy Sawyers	Helen Fletcher
	Anne Jordan	

Accountants: Sigma Partners  
Delmon House  
36-38 Church Road  
Burgess Hill  
West Sussex  
RH15 9AE

Bankers: CAF Bank  
25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Lloyds Bank plc  
99-101 South Road, Haywards Heath, West Sussex RH16 4ND

The Trustees for Methodist Church  
Central Buildings, Oldham Street, Manchester, M1 1JQ

Central Finance Board of the Methodist Church  
9 Bonhill Street, London EC2A 4PE

## **HAYWARDS HEATH METHODIST CHURCH**

### **Annual Report of the Trustees**

**For the Year ended 31st August 2022**

The trustees present their report along with the financial statements of the charity for the year ended 31st August 2022. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

### **Objectives and Activities**

The charity was formed with the primary objectives of fulfilling its responsibilities as a Methodist Church within the Methodist Connexion. The charity delivers opportunities for religious worship and supports its congregation and community.

The trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission, including guidance on Public Benefit.

### **Achievements and Performance**

The charity has delivered the provision of religious activities during the year.

The trustees have ensured that the charity has delivered public benefit in the areas of religious worship and community support, through provision of buildings, facilities, open spaces and other charitable activities.

### **Financial Review**

The charity has remained self-sustaining during the year although overall figures show a net deficit of £6,637. General funds have been supported by a transfer from designated funds, which does not breach any legal restrictions.

The financial position is very stable with net assets of £328,011.

### **Financial Review - Reserves Policy**

The agreed reserves policy is to maintain general reserves at a level to cover 6 months routine expenditure, which would usually be around £50,000. Development funds are only used for larger capital projects and property funds are maintained for income and expenditure relating to the property. Other funds are designated but not restricted and can be used to top up general funds if required, and by agreement of the trustees.

### **Structure, Governance and Management**

Haywards Heath Methodist Church is a church within the Methodist Connexion in Great Britain. It is governed by the Methodist Deed of Union.

The trustees named on page 1 have served throughout the year and since the year end. The day to day work of the charity is carried out by the trustees, and a paid administrative assistant.

If any further trustees were appointed, they would be introduced to their new role and directed to the Methodist Deed of Union. A number of publications from the Charity Commission would also be provided to ensure that new trustees would be aware of the scope of their responsibilities under the Charities Act.

## **HAYWARDS HEATH METHODIST CHURCH**

### **Annual Report of the Trustees**

**For the Year ended 31st August 2022**

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### **Reference and Administrative Details**

The Haywards Heath Methodist Church is a registered charity, number 1136146. See page 1 for the address of the principal office and the details of the individuals who served as Trustees during the year.

### **Exemptions from Disclosure**

None.

### **Funds held as Custodian Trustee on behalf of others**

None.

### **Trustees Responsibilities in relation to the Financial Statements**


Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Approval**

This report was approved by the trustees on 9<sup>th</sup> February 2023 and signed on their behalf.

  
.....  
Rev. William Fletcher  
Trustee

## **HAYWARDS HEATH METHODIST CHURCH**

### **Independent Examiner's Report to the Haywards Heath Methodist Church**

We report on the financial statements of the charity for the year ended 31st August 2022, which are set out on pages 5 to 10.

#### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

As the charity's trustees you are responsible for the preparation of the financial statements; you consider that the audit requirement of section 144 of the Charities Act 2011 does not apply, and that an independent examination is needed. It is our responsibility to examine the financial statements under section 145 of the Charities Act 2011 Charity and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(b) of the Charities Act 2011, whether particular matters have come to our attention.

#### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

The independent examiner is qualified to act as a fellow of the ACCA.

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners and under s145 of the Charities Act 2011. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the financial statements.

#### **INDEPENDENT EXAMINER'S STATEMENT**

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

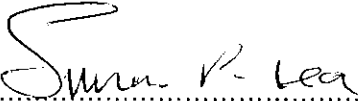
which gives us reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the Charities Act 2011;
- for the accounts to match the accounting records;
- to prepare the accounts in accordance with the Charities SORP (FRS 102); and
- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Charities Act 2011

have not been met;

to which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Simon P Lea FCCA  
Sigma Partners  
Chartered Certified Accountants and  
Registered Auditors  
Delmon House  
36-38 Church Road  
Burgess Hill  
West Sussex  
RH15 9AE

  
.....  
10/2/2023

# HAYWARDS HEATH METHODIST CHURCH

## Statement of Financial Activities for the year ended 31st August 2022 Including summary income and expenditure account

	Notes	General Fund	Property Fund	Development Fund	Other Funds	TOTAL 2022 £	TOTAL 2021 £
<b><u>INCOMING RESOURCES</u></b>							
Freewill Giving	2	78506				78506	82207
Lettings			23598			23598	9337
Dona Facility (net)		2451				2451	0
Youth and Families Worker					60182	60182	30000
Donations	3	8533			839	9372	4100
Legacies					0	0	21363
Interest	4	879				879	336
<b>Total Incoming Resources</b>		<b>90369</b>	<b>23598</b>	<b>0</b>	<b>61021</b>	<b>174988</b>	<b>147343</b>
<b><u>RESOURCES (EXPENDED)</u></b>							
Property Expenses	5		-24097			-24097	-10342
United Area Assessment		-78750				-78750	-75000
Music		-2619				-2619	-1243
Grants & Donations		-9500				-9500	-9500
Youth and Families Worker					-31551	-31551	-30000
Office		-19305				-19305	-15090
Other Expenses	7	-5275				-5275	-15553
Transfers to other funds				-10528		0	0
Depreciation						-10528	-31581
<b>Total Resources (Expended)</b>		<b>-115449</b>	<b>-24097</b>	<b>-10528</b>	<b>-31551</b>	<b>-181625</b>	<b>-188309</b>
<b>Net Income / (Expenditure)</b>		<b>-25080</b>	<b>-499</b>	<b>-10528</b>	<b>29470</b>	<b>-6637</b>	<b>-40966</b>
<b>Balance brought forward 1st September 2021</b>		<b>47473</b>	<b>23693</b>	<b>112197</b>	<b>151285</b>	<b>334648</b>	<b>375614</b>
Transfers between funds		36363			-36363		
<b>Balance carried forward 31st August 2022</b>		<b>58756</b>	<b>23194</b>	<b>101669</b>	<b>144392</b>	<b>328011</b>	<b>334648</b>

The notes on pages 7 to 10 form part of these financial statements

# HAYWARDS HEATH METHODIST CHURCH

## Balance Sheet as at 31st August 2022

		<u>2022</u> £	<u>2021</u> £
<b>Fixed Assets</b>	Notes		
Tangible Assets	8	0	10528
<b>Current Assets</b>			
Debtors	9	25681	24749
CFB Deposit Account		223977	203864
TMCP Accounts		53863	90218
Cash - Church Accounts		48684	47043
<b>Total Current Assets</b>		<b>352205</b>	<b>365874</b>
<b>Current Liabilities</b>			
Falling due within one year	10	24194	41754
<b>NET CURRENT ASSETS</b>		<b>328011</b>	<b>324120</b>
<b><u>NET ASSETS</u></b>		<b><u>328011</u></b>	<b><u>334648</u></b>
<b>Income Funds (unrestricted)</b>			
General		58756	47473
Property		23194	23693
Development		101669	112197
Other Designated	12	144392	151285
		<b>328011</b>	<b>334648</b>
<b><u>TOTAL FUNDS</u></b>		<b><u>328011</u></b>	<b><u>334648</u></b>

The notes on pages 7 to 10 form part of these financial statements

Approved by the Managing Trustees at the 9th February 2023 Church Council Meeting

Ken Starnes  
Church Treasurer



## **HAYWARDS HEATH METHODIST CHURCH**

### **Notes to the accounts for the year to 31st August 2022**

Haywards Heath Methodist Church is a Church within the Methodist Connexion in Great Britain, and these accounts are prepared in accordance with the Constitution, Practice and Discipline of that Church.

#### **1. Accounting Policies**

##### **Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (FRS 102 SORP) and the Charities Act. The format of the SOFA balance sheet takes advantage of the small charity concessions set out in the SORP.

##### **Tangible Fixed Assets and Depreciation**

Tangible fixed assets for use by the church are stated at cost less depreciation

Depreciation is provided at the following annual rates in order to write off the cost of fixed assets over their expected useful lives on the following basis:

Property Development:	20 years straight line basis
Furniture and Equipment:	10 years straight line basis

##### **Going Concern**

The accounts are prepared on a going concern basis.

	<u>2022</u>	<u>2021</u>
	£	£
<b>2. Freewill Giving</b>		
Loose cash including CAF	9333	6682
Envelopes	13790	16669
Standing Orders	43313	44546
Tax Refunds	12070	14310
<b>Total</b>	<u><b>78506</b></u>	<u><b>82207</b></u>

## HAYWARDS HEATH METHODIST CHURCH

### Notes to the accounts for the year to 31st August 2022 (cont.)

	<u>2022</u>	<u>2021</u>
	£	£
<b>3. Donations and Gifts (General funds)</b>		
Church Organisations	748	725
Other	7785	2000
<b>Total</b>	<b><u>8533</u></b>	<b><u>2725</u></b>

4. Interest of £879 on the General Fund is received from various bequests/legacies deposited with The Trustees for Methodist Church Purposes.

<b>5. Property Maintenance</b>		
Caretaker / Cleaner	5092	2347
Utilities	5367	1837
Cleaning and Sundries	224	62
Insurance	4272	4042
Maintenance / Repairs	9142	2054
<b>Total</b>	<b><u>24097</u></b>	<b><u>10342</u></b>

<b>6. Staff Numbers (average)</b>		
Youth/Family Worker	1	1
Caretaker/Cleaner	0	1
Administrative Assistant	1	1

No remuneration was paid to the trustees in the year, nor were any trustees' expenses reimbursed.

<b>7. Other Expenses</b>		
Telephone / Internet	947	1126
Church consumables	435	367
Equipment	296	167
Junior Church	53	104
Bank charges	105	153
Independent Examination Fee	2040	2000
Professional Fees	1352	939
Sundry	47	0
<b>Total</b>	<b><u>5275</u></b>	<b><u>4856</u></b>

# HAYWARDS HEATH METHODIST CHURCH

## Notes to the accounts for the year to 31st August 2022 (cont.)

	<u>2022</u> £	<u>2021</u> £
<b>8. Fixed Assets</b>		
<b>Property Development</b>		
At 1st September 2021	631621	631621
Additions	0	0
<b>31st August 2022</b>	<b><u>631621</u></b>	<b><u>631621</u></b>
<b>Depreciation</b>		
At 1st September 2021	621093	589512
Charge for year	10528	31581
<b>31st August 2022</b>	<b><u>631621</u></b>	<b><u>621093</u></b>
<b>Net Book Value</b>		
At 31st August 2022	<u>0</u>	
At 31st August 2021		<u>10528</u>
<b>Furniture &amp; Equipment</b>		
At 1st September 2021	52695	52695
Additions	0	0
<b>31st August 2022</b>	<b><u>52695</u></b>	<b><u>52695</u></b>
<b>Depreciation</b>		
At 1st September 2021	52695	52695
Charge for year	0	0
<b>31st August 2022</b>	<b><u>52695</u></b>	<b><u>52695</u></b>
<b>Net Book Value</b>		
At 31st August 2022	<u>0</u>	
At 31st August 2021		<u>0</u>
<b><u>TOTAL FIXED ASSETS</u></b>		
At 31st August 2022	<u>0</u>	
At 31st August 2021		<u>10528</u>

## HAYWARDS HEATH METHODIST CHURCH

### Notes to the accounts for the year to 31st August 2022 (cont.)

	<u>2022</u> £	<u>2021</u> £
<b>9. Debtors</b>		
United Area Contribution prepaid	18750	18750
Income Tax recoverable	6415	5581
CSUA Contribution	0	0
Prepayments/Other	516	418
<b>Total</b>	<b><u>25681</u></b>	<b><u>24749</u></b>

<b>10. Creditors</b>		
Accruals	4297	2941
Traidcraft	226	-4
Youth and Families Worker	0	18742
Other	19671	20075
<b>Total</b>	<b><u>24194</u></b>	<b><u>41754</u></b>

<b>11. Development Fund</b>		
Fund Balance	101669	112197
Fixed Asset Values	0	-10528
<b>Total</b>	<b><u>101669</u></b>	<b><u>101669</u></b>

<b>12. Other Designated Funds</b>					
	Opening Balance	Transfer in	Gifts received	Spent	Closing Balance
Musical Instruments	11361				11361
Major Works	16000				16000
Books & Music	5078				5078
Office Equipment	3381				3381
Prest Legacy	55000			-15000	40000
Gorham Legacy	21363			-21363	0
Youth/Families Worker	0	28631			28631
Benevolence	1815				1815
Outreach	37287		839		38126
<b>Total</b>	<b><u>151285</u></b>	<b><u>28631</u></b>	<b><u>839</u></b>	<b><u>-36363</u></b>	<b><u>144392</u></b>

No funds are restricted by law.

### 13. Related Party Transactions

There are no related party transactions.