

BLACKHEATH AND CRYSTAL PALACE CIRCUIT OF THE METHODIST CHURCH

REGISTERED CHARITY No. 1137991

ANNUAL REPORT

for the period 1st September 2022 to 31st August 2023

Introduction

I am pleased to be able to present the Annual Report for our Methodist Circuit, and trust that you will find the contents to be of interest.

It is my strongly held belief that the churches of our circuit remain firm in faith and resolute in their determination to offer the Gospel message to the people of South London.

Revd Richard Grocott,
Superintendent Minister

The registered address for correspondence is:

Circuit Administrator,
Blackheath & Crystal Palace Circuit Office,
Burnt Ash Methodist Church Hall,
Burnt Ash Hill,
London, SE12 0QD

The trustees who serve the charity are those specifically appointed to positions within the circuit, those who represent each of the nine church communities, plus ministers of religion who reside within the circuit or who have served within the Methodist Church and who have retired to live in the area.

Aims and organisation

The registered objectives of the Charity 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:

- 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

The charity's mission statement states that

The Blackheath and Crystal Palace Circuit promotes Methodism and Christian communities by actively Empowering, Supporting, Resourcing and Encouraging its member churches to increase awareness of God's saving grace through Christ and His everlasting love.

The Charity's approach to achieving that mission is by:

- Providing the best possible resources to enable Christian worship, witness and service in each of our nine Church communities.
- Organising and resourcing regular public acts of worship open to members of the church and non-members alike.
- The teaching of Christianity through sermons, courses and small groups.
- Encouraging training and preparation for all aspects of church life.
- The resourcing of pastoral work including visiting the sick and bereaved.
- Exercising Christian ministry throughout the community without discrimination.
- Mutually encouraging and supporting the ministry of the whole people of God.
- Fostering the Connexional spirit of Methodism within the Circuit and beyond.
- Nurturing ecumenical and other faith relationships.

Public Benefit

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

Structure, Governance and Management

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).

The practical management of the charity is undertaken by a Circuit Leadership Team comprising the ministers of religion, who are each appointed initially for five years - but who may stay for longer, the circuit stewards who are appointed each year by the Circuit Meeting and the Circuit Treasurer who is also appointed annually.

The circuit was successful in satisfying all of its key responsibilities, i.e. in the provision of ministers, co-ordinating the preaching plan, maintaining the manses, monitoring the governance of each of the nine churches, as well as supporting and encouraging each church in their mission of proclaiming the gospel of Jesus Christ. The circuit has been represented at District Synod.

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 available to all new Circuit meeting members via the Circuit website, as induction to their role as trustees.

The handbook 'Role of a Circuit Steward' has been made available to all Circuit Stewards.

Related Parties

The Circuit is part of the London District and is also accountable to the Methodist Conference.

The following Methodist Churches are linked to the circuit

Anerley Methodist Church
Burnt Ash Methodist church
Eltham Park Methodist Church
Forest Hill Methodist Church
Hither Green Methodist Church
Lewisham Methodist Church
Sunfields Methodist Church
Upper Norwood Methodist Church
Wesley Hall Methodist Church

Risk Management

The major risks have been identified and recorded by the Circuit Finance and Property Committee with professional advice taken as required.

There is a regular annual review process undertaken and recorded.

Income and Expenditure is being monitored in total and is compared with the approved annual budget on a half yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

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.
- We will seek to strongly encourage consideration for, and training in, principles of Equality, Diversity and Inclusion.
- In all these principles we will follow legislation, guidance and recognised good practice

The Blackheath & Crystal Palace 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 Blackheath & Crystal Palace 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.

Brief financial review of the year

Income

Circuit income is primarily drawn from the assessment of £203,247 paid in full by the Circuit churches.

Expenditure

Expenditure in the year was £269,139.

58% Of expenditure was on stipends, travel costs. etc.

18% was the Circuit contribution to the District and Connexion, of which a significant part is used to fund the work of the wider Methodist Church.

The other expenditure, 24%, includes administration and manse costs.

Fund balances

As at 31 August 2023, the net current assets of the Circuit (including the Circuit Model Trust Fund) were £179,852 compared to £206,600 at the start of the year. There was a slight deviation from the projections due to the major repairs done to the manses making them energy efficient, resulting in progressive reduction in Fund Balances in the future. Sufficient

reserves are held to cover day-to-day expenditure, unexpected maintenance costs and to provide funding for any projects required to meet the Circuit's Mission Statement.

Plans for 2023/24

Circuit financial plans for the coming year have been prepared on the basis that there are four full time ordained staff and one part administration staff with anticipated cost of living stipend increases.

Basis of preparation and legal framework

The Charity's gross income is less than £250,000 and so the annual report and accounts for the year ended 31 August 2023 have been prepared on a receipts and payments basis.

Full Name of Charity: Blackheath & Crystal Palace Circuit

Registration Charity Number: 1137991

Date of registration: 1 September 2012

Main communication address: The Circuit Administrator, Burnt Ash Methodist Church Hall,
Burnt Ash Hill, London, SE12 0QD

The members of the Blackheath & Crystal Palace Methodist Circuit meeting are the Charity Trustees, membership being made up of circuit office holders, ministers and representatives appointed by the local churches.

Fully membership is shown as Appendix A to this report.

Active Circuit Ministers Rev Richard Grocott

Rev Charles ILunga

Rev Craig Gaffney

Rev William Davis

Circuit Stewards

Dr Garry Young (Senior)

Mrs Jeannette Warren

Mrs Margaret Boreham

Mr Stuart Watkin

Mrs Helena Green

Mr Andrew Gibbs *ex officio* (retired 31 January 2023)

Mrs Jessica Matumika-Limba *ex officio* (with effect from 1 February 2023)

Administrator: Dr Linda Ryan

Names of the circuit stewards who acted as the principal officers overseeing the day-to-day financial management and accounting for the circuit during the year (treasurer) was Mr Andrew Gibbs (to 31 January 2023) and Mrs Jessica Matumika-Limba (from 1 February 2023)

Independent examiner Mr David West, 67 Heathwood Gardens, London, SE7 8ET

Investment Bankers Central Finance Board of the Methodist Church
Trustees for Methodist Church purposes

Current bank accounts Barclays

Reserves Policy

As at 31 August 2023, the circuit had the following cash reserves:

	Balances at 31 Aug 2023
Bank accounts (General Fund)	£ 5,557
CFB account (General Fund):	£ 121,798
Circuit Model Trust Fund:	£ 52,397

In addition, investments valued at £23,395 were held in the Circuit Model Trust Fund, so that the total funds available to the Circuit were approximately £203,247

The Circuit holds the following sums as designated reserves:

1. District Assessment Reserve (£50,000), being the equivalent of one year's assessment payable by the Circuit to the London District.
2. Cash Flow Reserve (£100,000) being an operational reserve covering approximately 50% of normal annual cash flow of about £200,000, other than the District Assessment, provided for above.
3. Manse Repair Reserve (£40,000) to cover unforeseen expenditure above the regular programme of work so as to ensure the proper and adequate provision of ministerial housing.
4. Contingency Reserve (£10,000), to assist in meeting any shortfalls arising in the assessments expected from the individual churches, consequent upon the adverse financial effects of the Pandemic.

The Circuit considers this level of total reserves of £200,000 to be appropriate for its current needs. It is the expectation that the combined value of the General Fund and Circuit Model Trust Fund of £203,247 will reduce gradually in future.

Declaration

The trustees declare that

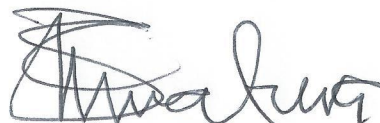
- they have understood all of the requirements associated with the submission of the annual return and all of the statements contained within it; and
- the information provided in the relevant parts of the annual return is correct and complete to the best of their knowledge and belief and has been brought to the attention of the charity trustees who have each individually verified this and given their informed express consent to this submission with full knowledge, understanding and acceptance of the contents of the privacy notice.

Signed on behalf of the charity's trustees

Signatures:



Rev. Richard Grocott
(Chairman)



Mr. Jessica Matumika-Limba
(Treasurer)

Date: 8th February 2024

APPENDIX A

Names of the trustees who managed the charity in the year 1 September 2022 to 31 August 2023:

Rev. Richard Grocott	Rev. Craig Gaffney
Rev. William Davis	Rev Charles ILunga
Mrs Jeannette Warren	Mrs Claire Pennycard
Mr Stuart Watkin	Dr Garry Young
Mrs Margaret Boreham	Mr. Milton Boothe
Mr Graham Sparkes	Mr Andrew Tredinnick
Mrs Marian Young	Miss Ruth Potter
Dr. Linda Ryan	Mrs Esme Russell-Mitra
Mrs Barbara Charlick	Mrs Megan Roberts
Mrs Marion Thompson	Ms Brenda Onatade
Mrs Brenda Renshaw	Ms. Janet Bartley
Mrs Saira Bonhan-Croft	Mrs Jessica Matumika Limba
Ms Bernadetta Banda	Mr. Winston Fraser
Mrs Alecia Austin	Mr Graham Green
Ms Cynthia Davis	Mr Andrew Gibbs
Mrs Juliet Gibbs	Mr Kwesi Eshun
Miss Maxine Yawson	Mr. Gerald Hardy
Mrs Margaret Price	Mrs Jean Taylor
Miss Sandra Clifton	Ms Sandra Floy
Mrs Evelyn Richards	Mrs Valerie Tredinnick
Mrs Hilary Waterhouse	Mrs Mary Sparkes
Mrs Comfort Oppong	Mrs Sibongile Mnguni
Mrs Helena Green	Mr Sylvester Oppong
Mr Alfred Macauley-James	Mr Chris Watkins
Mr Ebsen Amarteifio	Ms Eunice Millett

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

BLACKHEATH & CRYSTAL PALACE CIRCUIT	Circuit
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FOR THE YEAR ENDED
31 August 2023

LONDON DISTRICT	District	Circuit no	35/28
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Registered Charity - Charity Registration number

1137991

If not a registered charity Her Majesty's Revenue and Customs Gift Aid number

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Ministers:

Rev Richard Grocott
Rev William Davis
Rev Charles ILunga
Rev Craig Gaffney

Circuit Stewards:

Dr Garry Young
Mrs Margaret Boreham
Mr Andrew Gibbs
Mrs Helena Green
Mr Stuart Watkin
Mrs Jeannette Warren

Treasurer:

Mr Andrew Gibbs & Mrs Jessica Matumika-Limba
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SECTION A			Un - restricted Funds	Circuit Model Trust Fund	Restricted Funds	Totals this year	Totals last year
a1	RECEIPTS	Note	£	£	£	£	£
a2	Assessment/Share		235,750			235,750	231,000
a3	Capital receipts						
a4	Bank and CFB interest and Investment income		3,496	2,345		5,841	1,425
a5	Grants						
a6	Other receipts		800			800	138
a7	TOTAL RECEIPTS		240,046	2,345		242,391 (a8)	232,563

SECTION B							
b1	PAYMENTS						
b2	Stipends, salaries, NIC, Pension and travel costs		155,330			155,330	152,743
b3	Manse Costs		29,432			29,432	23,677
b4	Administration etc		31,079	218		31,297	16,059
b5	District Assessment		46,348	1,916		48,264	47,024
b6	Grants & donations		2,000			2,000	3,140
b7							
b8	Other payments		2,816			2,816	19,417
b9	TOTAL PAYMENTS		267,005	2,134		269,139 (b9)	262,060

SECTION C							
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a7-b9)	(26,959)	211		(26,748)	(29,497)
c2	Total funds brought forward from last year		154,415	52,185		206,600 (c6)	236,097
c3	Sub total	(c1+c2)	127,456	52,396		179,852	206,600
c4	Transfers and adjustments					(c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	127,456	52,396		179,852 (c8)	206,600 (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						
d3	Offerings/Gifts - passed to external organisations						
d4	BALANCE STILL TO BE PAID (d1 + d2 - d3)						

SUMMARY OF CIRCUIT ACCOUNTS AND INTERNAL ORGANISATION 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 2023 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)	242,391 (a8)	269,139 (b9)	(26,748)	(c7)	206,600 (c6)	179,852 (c8)
e10 TOTAL CASH FUNDS HELD BY CIRCUIT	242,391	269,139	(26,748)		206,600 (x)	179,852 (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 2023

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand	100	100
f2 Bank Current Account	6,088	5,557
f3 Bank Deposit Account		
f4 Central Finance Board	148,227	121,798
f5 Trustees for Methodist Church Purposes	52,185	52,397
f6 Other funds		
f7 SUB TOTAL	206,600 (c6)	179,852 (c8)
f8 Total funds held by Internal Organisations (the closing balance totals above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CIRCUIT	206,600 (x)	179,852 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2022	At 31 August 2023
g1 Investments (include Endowments)	24,433	23,395
g2 Land and Buildings (see notes re Insurance value)	2,200,000	2,200,000
g3 Other Assets -Amounts due re Forest Hill Repairs	16,498	16,498
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)

Name of Circuit No. 35/28

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2023 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer



Date

29/02/2024

Name and address of treasurer

Jesslea Mahumbe

30 WESTMEAD COURT

Post Code

SE6 4EB

Presentation to the Circuit meeting

I confirm that the annual report and accounts for the year ended 31 August 2023 were/will be* presented to the Circuit meeting held on 29.2.2024

Signature of the Chair of the meeting



Name of the Chair of the meeting

REV RICHARD GROCCOTT

Date

29.2.2024

Independent Examiner's Report to the Trustees of the

BLACKHEATH & CRYSTAL PALACE
Circuit

Charity Number ... 35/28

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Circuit for the year ended 31 August 2023 set out on pages ... to 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.

* delete or circle as appropriate

Name of Circuit BLACKHEATH & CRYSTAL PALACE No 35/28

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.

Signature of independent examiner

David West

Name of independent examiner

DAVID WEST

Relevant professional qualification of independent examiner

Name of firm (where appropriate)

Address

67 HEATHWOOD GARDENS

CHARLTON

LONDON

Post Code

SE7 8ET

Date

9/2/24

* delete or circle as appropriate

Form reviewed

May-23

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

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FOR THE YEAR ENDED
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Signature of treasurer



Date

29/02/2024

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Signature of the Chair of the meeting



Name of the Chair of the meeting

REV RICHARD GROCCOTT

Date

29.2.2024

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Circuit

Charity Number ...35/28

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* delete or circle as appropriate

Name of Circuit BLACKHEATH & CRYSTAL PALACE No 35/28

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Signature of independent examiner

David West

Name of independent examiner

DAVID WEST

Relevant professional qualification of independent examiner

Name of firm (where appropriate)

Address

67 HEATHWOOD GARDENS

CHARLTON

LONDON

Post Code

SE7 8ET

Date

9/2/24

* delete or circle as appropriate

Form reviewed

May-23