BROOKSIDE METHODIST CHURCH

England & Wales · Charity number 1142796

Details

Status	Registered
Legal form	Previously excepted
Registered	2011-07-08
Register	View on the Charity Commission register

Contact

Address	Brookside Methodist Church Gunthorpe Road Peterborough PE4 7TG
Phone	01733328192
Email	contactbrookside@gmail.com
Website	www.brooksidemc.org.uk

Activities

Objects: THE PURPOSES OF THE METHODIST CHURCH ARE AND SHALL BE DEEMED TO HAVE BEEN SINCE THE DATE OF UNION THE ADVANCEMENT OF -(A) THE CHRISTIAN FAITH IN ACCORDANCE WITH THE DOCTRINAL STANDARDS AND THE DISCIPLINE OF THE METHODIST CHURCH;(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 SUBSIDUARY 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.

Activities: The provision of regular public acts of worship open to members of the church and non-members alike. The provision of a sacred space for prayer and contemplation. The teaching of Christianity through sermons, courses and small groups. Pastoral work including visiting the sick and bereaved. Promotion of Christianity through the staging of events and services.

Classification

- **How:** Provides Buildings/facilities/open Space, Other Charitable Activities
- **What:** Religious Activities
- **Who:** The General Public/mankind

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Geography

- Peterborough City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£129,604	£162,125	-	-
2024-08-31	£140,007	£142,648	-	-
2023-08-31	£172,844	£218,850	-	-
2022-08-31	£196,917	£165,833	-	-
2021-08-31	£151,017	£135,286	-	-
2020-08-31	£149,371	£131,295	-	-

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Trustees

Name	Role	Appointed
Rev Colin Sherwood BA	Chair	2025-09-01
Anthony Storey		2015-01-01
Brian Thornton		2024-10-23
CHRISTINE HARDMAN		2011-04-05
CLAIRE MICHELLE Ruffles		2013-01-30
Catherine Joan Ruffles		2011-04-05
David James Whiting		2018-10-14
GEORGE BARBER		2016-10-01
Joanna Parkin		2011-07-08
MRS M A YEOMAN		2011-07-08
MRS V A OSTLER		2011-07-08
Madeleine Helen Whiting		2018-10-14
Mrs E Storey		2014-10-13
PETER RAYMOND GRICE		2011-07-08
Paul Robert Abel		2024-03-13
SUSAN ELIZABETH GRICE		2011-07-08

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BROOKSIDE METHODIST CHURCH

England & Wales - Charity number 1142796

Accounts

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

ANNUAL REPORT
Year ended 31 August 2025

All members of the Brookside Church Council are Trustees of the Charity.

Aims and purposes

Brookside Church Council is responsible, in co-operation with the other churches of the Peterborough Circuit, for advancing the Christian faith in Peterborough City in accordance with the approved governing document issued by the Methodist Conference.

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of – (a) the Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church; (b) any charitable purpose for the time being of any Connexional, district, circuit or 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.

Objectives and Activities

Brookside Church Council is committed to the provision of regular public acts of worship open to members of the church and non-members alike; the provision of a sacred space for prayer and contemplation; the teaching of Christianity through sermons, courses and small groups; pastoral work including visiting the sick and bereaved; promotion of Christianity through the staging of events and services; the provision of youth clubs and adult groups with a Christian ethos; supporting other charities in the UK and overseas financially and with prayer.

In planning our activities for the year Brookside Church Council has considered the Commission's guidance on public benefit, including the specific guidance on charities for the advancement of religion. We aim to provide opportunities for everyone who wishes to learn about the Christian faith and to live out their faith through:

Worship and prayer, learning about the Gospel and developing faith in Jesus Christ Provision of pastoral care for church members and non-members
Opportunities for fellowship
Mission and outreach work

To enable this work and expand our contacts with the wider community we continue to maintain and improve the fabric and facilities of the Brookside Church building.

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Achievements and Performance

Worship

Morning Worship took place through the year, including Circuit Services, joint services with Dogsthorpe Methodist Church, communion services, and services led by our own groups and worship leaders. A mid-week Communion service is held on the fourth Tuesday of each month. Messy Church continued through the year, but due to low numbers has ended from July 2025.

The Tuesday Fellowship meets twice a month for worship and a programme of interesting activities. The New Direction Bible Study Group meets weekly on Zoom and Crossways Bible Study Group meets twice a month at Brookside.

The Sunday Club meets on Sundays at 10.30am.

Pastoral Care

Pastoral care of church members and contacts is undertaken by volunteers who meet regularly for mutual support. To enhance this work a member has been commissioned as Pastoral Assistant to the Minister, responding to requests for visits to the long-term sick and house-bound and to those in extra need, doing hospital visits, taking Home Communion and having a prayer ministry. Two members have been commissioned for Bereavement Support and Baptism Support.

Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

Weekly Notices and a monthly Newsletter are being circulated to members and friends.

Fellowship

Refreshments are served after each morning service to enable the congregation to meet informally.

A programme of activities, open to all, to promote fellowship is organised throughout the year. These include lunches and evening activities. Groups organised by the Church during the year were Craft and Chat, Brookside Men's and Ladies' Groups and a Well Being Coffee Morning.

Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Mission and Outreach

Pre-School

Brookside Church Council had run a pre-school for many years, open 30 hours weekly, 8.30am to 2.30pm. It was managed by a Committee of elected Church Council members and had a graduate manager and qualified staff. Due to low numbers of children enrolling it was with great regret that the Pre-School was wound up at the end of the summer term.

Youth work

The Boys Brigade meets regularly in the church building. They are managed by members of the church. Girlguiding provides Rainbows, Brownies and Guides weekly in term time. Little Brookies for parents and children under Pre-School age meets weekly in term time.

Adults

In addition to the groups and activities described under **Worship and Fellowship,** the premises are regularly used by groups such as Gamblers Anonymous, art groups, a choir, Slimming and Exercise Groups, a Sewing Group and music examination boards. The church is used as a Polling Station. A Community Hub meets weekly during the winter, and fortnightly through the warmer months. This provides fellowship and support especially to elderly people from the local community.

Church Website, answerphone and email

The church website is maintained on a weekly basis. It includes information about our beliefs and history, our Sunday services, our weekly calendar, organisations and activities, and special events. It also provides a useful link for those wishing to make enquiries or bookings. Our email and answerphone are checked daily by our Bookings Secretary and passed to the appropriate person for action. A weekly notice sheet and monthly newsletter are published by email.

The Circuit

Two members of Brookside Church Council represent the Church at the Peterborough Circuit Meeting, which links Brookside to the wider Methodist Connexion. A Circuit Steward is appointed to Brookside Church Council.

PE4 Church Partnership

We are working with other churches in the PE4 area to share prayer, worship and outreach.

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Brookside Church Buildings

Maintenance of the substantial premises is the responsibility of a Property Committee of the Church Council. We are indebted to a small team of volunteers who undertake maintenance jobs to the building and outdoor space.

Fire and Safety checks have been undertaken during the year and action required has been carried out. For security it has been necessary to keep the premises locked even while in use (except during Sunday worship), but a bell is provided to give access. Times of our activities are advertised. When the building is not in use a locked barrier to the car park is used as an additional security measure. Users of the building are provided with keys to the main doors and the barrier and are responsible for securing the building when they leave.

From August 2023 cleaning services were provided by our Pre-School staff.

Risks

Risks are discussed by Brookside Church Council. Professional advice is taken as required. Progress is regularly reviewed.

The Church Council has a Child and Vulnerable Adult Safeguarding Policy, and a training schedule is in place. DBS checks are carried out as required. This work is co-ordinated by a Safe-Guarding Officer.

Financial Review

Treasurer's Report to Church Council

These accounts are for the period 1st September 2024 to 31st August 2025

Income

Income for this period amounted to £63,800.98 up from the previous years figure of £58,253.98. Offertory for the period amounted to £25,958.19 up from a figure of £23,906.21 for the previous year. Income from Lettings for this period amounted to £19,323.25 also increasing from the previous years figure of £18,869.21. Brookside Pre-School donations to the church for this year totalled £6,480.00. Gift Aid for this year amounted to £6,584.78 an increase of £240.00 from the previous year. The Christmas Fair, Christmas Dinner and other events raised £1,652.97.

Expenditure

Expenditure for this period, amounted to £57,560.58. Major items of expenditure during this period continue to be our payment to the circuit for £31,999.92 and repairs and maintenance to the

property which amounted to £5,565.41. Major items of expenditure were £1281.00 for a new PA System and £12000,00 for the refurbishment of the Ladies Powder Room. Funding for the Powder Room, came via a £6,000.00 grant from the National Lottery, £1,963.67, from donations raised and £4,038.33 from our General Fund Account.

Church Roof Fund

The amount borrowed from circuit was £7,500.00. A repayment programme of £208.33 per month over 36 months was agreed. To date 35 payments of £208.33 have been made leaving £208.33 outstanding. Balance on our Church Roof Fund stands at £439.26.

Church Funds

HSBC Current Account	£ 25,997.21
CFB Deposit Account	£ 29,028.63
Cash	£
Total	**£ 55,025.84**

Breakdown of Church Funds

General Fund £52,688.88, Caring £387.18, Benevolent Fund £426.01, Reserve & Property £123.30, Youth Club (including Unite) £961.23, Church Roof Fund £439.26.

Charitable Work

Our payment to the Connexional Fund continues to be £2,000.00. The following amounts have been raised for charity during this period. All We Can £52.14, Prostate Cancer £58.12, Action for Children £223.05, Dementia UK, 55.56, Myanmar Disaster £51.40 and Christian Aid £118.55.

Summary

A good year for the church with income exceeding expenditure by £6,000.00. I had thought that with the closure of the pre-school that we would be facing some difficult choices for the forthcoming year. Instead, we find ourselves in a position where the budget I have put to the finance committee allows us to run with a 3,000.00 deficit for the year with an Income figure of £56,000.00 and an Expenditure figure of 59,000.00.

George Barber, Treasurer

Pre-school finances (consolidated with the Church Accounts)

The balance brought forward at 1 September 2024 was £43,955.88, Income for the year was £57,499.06. Expenditure for the year was £92,380.46, including all redundancy payments to staff. The closing balance on 31st August 2025 was £9074.48. A £30 gift voucher was given to the independent examiner, following the examination of the accounts in September 2025 and the final balance of £9044.48 was transferred to Brookside Methodist church on 2nd October 2025. The bank account has now been closed.

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

RESERVES POLICY

Report on behalf of	Brookside Methodist Church
To	Circuit Meeting

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charities SORP.

(I) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money

(ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

(v) Our Report is attached overleaf

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

1. General Funds held at Y/E 31/8/25	£52,688.88

2. Restricted Funds held Y/E 31/8/25	£1,949.80

3. Endowment Funds held	**£0**

4. Reserves policy for General Funds

It is the policy of the church to hold in the General Fund the equivalent of at least six months running costs. This equates to about £29,000.00.
The General Fund is non-allocated money for the day to day running of the church. The Fund is supported by regular Lettings and Offertorys donation amounting to about £45,000.00 for the last year.

5. Policy for Restricted Funds

The Church's Restricted Funds of £1950.00, are held in the Property Reserve Fund, Benevolent Fund, Youth Club, Church Roof Fund & Ladies Powder Room. Both the Church Roof Fund and Ladies Powder Room have now been completed.

6. Terms relating to Endowment Funds

This Reserves Policy has been approved by Brookside Methodist Church Council

(*Church Council ☐ /Circuit Meeting ☐ /District ☐)

Treasurer George Barber	Trustee

Structure, governance and management

The governing documents are the Deed of Union 1932 and the Methodist Church Act 1976.

The charity is constituted as a Trust. It is a Charity required to be registered with the Charity Commissioner. Registered Charity Number 1147796.

Trustees (all members of the Church Council) are Ex Officio, elected by Church members, or appointed by the Church Council.

Brookside Church Council for the year covered by this Report consisted of the Ministers, Treasurer appointed by the Council, 4 elected stewards, 15 elected general representatives, and one representative from Peterborough Circuit Meeting.

A range of guidance is provided by the Methodist Conference. The leaflet "The Role of a Trustee" is given to each Trustee.

The Church Council members are responsible for making decisions on all administrative and financial matters relating to the Church premises and work. The full Church Council met twice during the year with an average attendance of 18.

Brookside has a number of committees dealing with particular aspects of the church's work. These are Pastoral, Finance, Property, Worship and Events.
These are all responsible to the Brookside Church Council and report regularly to the full Church Council, where matters are discussed and approved as appropriate. Between meetings the Minister and the Stewards have the authority to make urgent decisions when necessary.

Following the advice of the legal department of the Methodist Church we are complying with the Data Protection Act 2018.

The main part of our church activities is undertaken by lay persons (volunteers).

Administrative Information

Brookside Church is in Gunthorpe Road, Peterborough. It is part of the Peterborough Circuit and accountable to the Methodist Conference.

The correspondence address is:	Brookside Methodist Church, Gunthorpe Road, Peterborough, PE4 7TG.
The Church telephone message service is:	01733 328192
The email address is:	contactbrookside@gmail.com
The website address is:	www.brooksidemc.org.uk

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

Trustees (Church Council members) serving at the date of this report are:

Rev Colin Sherwood (Minister and Chair)
Mrs Cathy Ruffles (Pastoral Secretary)
Mr David Whiting (Steward)
Mrs Sue Grice (Steward)
Mr George Barber (Treasurer and Steward)
Mr Anthony Storey (Property Steward)
Mr Paul Abel (Circuit Steward)
Mrs Chris Hardman (Secretary)
Mr Pete Grice
Mrs Claire Holden
Mrs Valerie Ostler
Miss Joanna Parkin
Mrs Liz Storey
Mr Brian Thornton
Mrs Madeline Whiting
Mrs Anne Yeoman

Other Trustees who served during the year were:
Mr Joshua Miranda
Mrs Angela Cummins
Mrs Lyn Gurney
Mr Alan Newcombe
Mrs Maureen Newcombe
Mrs Elizabeth Thompson

Approved by the Stewards on behalf of Brookside Church Council on and signed on their behalf by:

Rev Colin Sherwood (Chair)

Chris Hardman (Church Secretary)

CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS

THE METHODIST CHURCH

STANDARD FORM OF ACCOUNTS

BROOKSIDE METHODIST	**Church**

FOR THE YEAR ENDED

31 August 2025

PETERBOROUGH	**Circuit**	**Circuit no.**	2321

Registered Charity - Charity Registration number	1142796
If not a registered charity **His Majesty's Revenue and Customs Gift Aid number**	

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

Minister:

REVEREND COLIN SHERWOOD

Church Stewards:

SUE GRICE
DAVID WHITING
JOSH MIRANDA
GEORGE BARBER

Treasurer:

GEORGE BARBER

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2025

BROOKSIDE **Church**

	SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
			£	£	£		£
a1	**RECEIPTS**	Note					
a2	Offerings and Tax recovered		32543		32543		30250
a3	Bank and CFB interest and Investment income		1384		1384		
a4	Lettings		19323		19323		18869
a5	Other receipts		10550	6240	16790		12505
a6	**TOTAL RECEIPTS**		63800	6240	70040	(a7)	61624

	SECTION B						
b1	**PAYMENTS**						
b2	Circuit Assessment or Share		32000		32000		34818
b3	Donations		2000		2000		2000
b4	Repairs and Maintenance		9919		9919		5035
b5	Utilities (Insurances, water charges, heating & lighting)		11864		11864		8061
b6							3825
b7	Other payments		1777	10463	12240		
b8	**TOTAL PAYMENTS**		57560	10463	68023	(b9)	53739

	SECTION C						
c1	**NET RECEIPTS/PAYMENTS FOR THE YEAR** (a6-b8)		6240	(4223)	2017		7885
c2	Total funds brought forward from last year		46448	6173	52621	(c6)	44935
c3	**Sub total** (c1+c2)		52688	1950	54638		52820
c4	Transfers and adjustments		-	-	-	(c7)	-
c5	**TOTAL FUNDS AT END OF YEAR** (c3+c4)		52688	1950	54638	(c8)	52820 (c6)

	SECTION D		
d	**FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS (these amounts are not to be included in total receipts/payments figures above)**	£	£
d1	Balance brought forward from last year	102	668
d2	Offerings/Gifts - received for external organisations	790	442
d3	Offerings/Gifts - passed to external organisations	503	1609
d4	**BALANCE STILL TO BE PAID** (d1+d2-d3)	388	102

BROOKSIDE METHODIST — Church

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

SECTION E — **Please follow the Guidance Notes to complete this page**

Summary of the Church accounts for the year ended 31 August 2025 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
BROOKSIDE MENS						
BOYS BRIGADE	2065.25	1721.69	343.56		701.45	1045.01
TUESDAY FELLOWSHIP						
PRE-SCHOOL	57149.66	92388.66	(34838.40)		43455.88	9074.48
Sub total of Internal Organisations funds					(e11)	(e12)
Church accounts (totals brought forward from page 2 - totals column)	(a7)	(b9)		(c7)	(c6)	(c8)
TOTAL CASH FUNDS HELD BY CHURCH					(x)	(y)
Continue on a separate sheet if necessary and bring the totals forward	**TOTAL RECEIPTS**	**TOTAL PAYMENTS**				

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2025	OPENING BALANCES		CLOSING BALANCES	
Cash in hand				
Bank Current Account	10578		25998	
Bank Deposit Account	42144		29028	
Central Finance Board				
Trustees for Methodist Church Purposes				
Other funds				
SUB TOTAL - Church accounts	52722	(c6)	55026	(c8)
Total funds held by Internal Organisations (the closing balance total from above) (e12)		(e11)		(e12)
TOTAL CASH FUNDS HELD BY CHURCH		(x)		(y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2024	At 31 August 2025
Investments (include Endowments)		
Land & Buildings (see notes re Insurance value)		
Other Assets		
Loan(s) - show amount outstanding at year end		
Other Liabilities		

f4 Include only Funds held at the Central Finance Board
f5 Include only Funds held at Trustees for Methodist Church Purposes
g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5

Name of Church ..... BROOKSIDE METHODIST ..... No. ~~2721~~ 1142796

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2025 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer ..... Date 10.10.2025

Name and address of treasurer ..... GEORGE BARBER, 21 GILDALE, WERRINGTON, PETERBOROUGH ..... Post Code PE4 6QY

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2025 were/will be* presented to the meeting of the Church trustees held on .....

Signature of the Chair of the meeting .....

Name of the Chair of the meeting ..... Date 15/10/2025

Independent Examiner's Report to the Trustees of the

.....Church

Charity Number .....

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the BROOKSIDE ..... Church for the year ended 31 August 2025 set out on pages 1. to 3. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

1142796

Name of Church ..... BROOKSIDE METHODIST ..... No ~~2351~~

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 ..... R J Bates .....

Name of independent examiner ..... RICHARD BATES .....

Relevant professional qualification of independent examiner .....

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

Address ..... 62 WESTWOOD PARK ROAD .....

..... PETERBOROUGH ..... Post Code PE3 6JL

Date ..... ~~10/10~~ | 10/10/2025 .....

* delete or circle as appropriate

CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS

THE METHODIST CHURCH

STANDARD FORM OF ACCOUNTS

BROOKSIDE METHODIST	**Church**

FOR THE YEAR ENDED

31 August 2025

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Minister:

REVEREND COLIN SHERWOOD

Church Stewards:

SUE GRICE
DAVID WHITING
JOSH MIRANDA
GEORGE BARBER

Treasurer:

GEORGE BARBER

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2025

BROOKSIDE **Church**

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BROOKSIDE METHODIST — Church

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BOYS BRIGADE	2065.25	1721.69	343.56		701.45	1045.01
TUESDAY FELLOWSHIP						
PRE-SCHOOL	57149.66	92388.66	(34838.40)		43455.88	9074.48
Sub total of Internal Organisations funds					(e11)	(e12)
Church accounts (totals brought forward from page 2 - totals column)	(a7)	(b9)		(c7)	(c6)	(c8)
TOTAL CASH FUNDS HELD BY CHURCH					(x)	(y)
Continue on a separate sheet if necessary and bring the totals forward	**TOTAL RECEIPTS**	**TOTAL PAYMENTS**				

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2025	OPENING BALANCES		CLOSING BALANCES	
Cash in hand				
Bank Current Account	10578		25998	
Bank Deposit Account	42144		29028	
Central Finance Board				
Trustees for Methodist Church Purposes				
Other funds				
SUB TOTAL - Church accounts	52722	(c6)	55026	(c8)
Total funds held by Internal Organisations (the closing balance total from above) (e12)		(e11)		(e12)
TOTAL CASH FUNDS HELD BY CHURCH		(x)		(y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2024	At 31 August 2025
Investments (include Endowments)		
Land & Buildings (see notes re Insurance value)		
Other Assets		
Loan(s) - show amount outstanding at year end		
Other Liabilities		

f4 Include only Funds held at the Central Finance Board
f5 Include only Funds held at Trustees for Methodist Church Purposes
g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5

Name of Church ..... BROOKSIDE METHODIST ..... No. ~~2721~~ 1142796

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2025 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer ..... Date 10.10.2025

Name and address of treasurer ..... GEORGE BARBER, 21 GILDALE, WERRINGTON, PETERBOROUGH ..... Post Code PE4 6QY

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2025 were/will be* presented to the meeting of the Church trustees held on .....

Signature of the Chair of the meeting .....

Name of the Chair of the meeting ..... Date 15/10/2025

Independent Examiner's Report to the Trustees of the

.....Church

Charity Number .....

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the BROOKSIDE ..... Church for the year ended 31 August 2025 set out on pages 1. to 3. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

1142796

Name of Church ..... BROOKSIDE METHODIST ..... No ~~2351~~

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 ..... R J Bates .....

Name of independent examiner ..... RICHARD BATES .....

Relevant professional qualification of independent examiner .....

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

Address ..... 62 WESTWOOD PARK ROAD .....

..... PETERBOROUGH ..... Post Code PE3 6JL

Date ..... ~~10/10~~ | 10/10/2025 .....

* delete or circle as appropriate

BROOKSIDE METHODIST CHURCH

England & Wales - Charity number 1142796

Accounts

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

ANNUAL REPORT
Year ended 31 August 2024

All members of the Brookside Church Council are Trustees of the Charity.

Aims and purposes

Brookside Church Council is responsible, in co-operation with the other churches of the Peterborough Circuit, for advancing the Christian faith in Peterborough City in accordance with the approved governing document issued by the Methodist Conference.

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of – (a) the Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church; (b) any charitable purpose for the time being of any Connexional, district, circuit or 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.

Objectives and Activities

Brookside Church Council is committed to the provision of regular public acts of worship open to members of the church and non-members alike; the provision of a sacred space for prayer and contemplation; the teaching of Christianity through sermons, courses and small groups; pastoral work including visiting the sick and bereaved; promotion of Christianity through the staging of events and services; the provision of youth clubs and adult groups with a Christian ethos; supporting other charities in the UK and overseas financially and with prayer.

In planning our activities for the year Brookside Church Council has considered the Commission's guidance on public benefit, including the specific guidance on charities for the advancement of religion. We aim to provide opportunities for everyone who wishes to learn about the Christian faith and to live out their faith through:

Worship and prayer, learning about the Gospel and developing faith in Jesus Christ Provision of pastoral care for church members and non-members
Opportunities for fellowship
Mission and outreach work

To enable this work and expand our contacts with the wider community we continue to maintain and improve the fabric and facilities of the Brookside Church building.

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Achievements and Performance

Viruses and Infections

We no longer continue with formal precautions.

Worship

Morning Worship, Messy Church and Café Worship took place through the year, but the evening service has not resumed. United Services are being held with Dogsthorpe Methodist Church, making use of both buildings. A mid-week Communion service is held on the fourth Tuesday of each month.

The Tuesday Fellowship meets twice a month for worship and a programme of interesting activities. The New Direction Bible Study Group meets weekly on Zoom and Crossways Bible Study Group meets twice a month at Brookside.

The Sunday Club meets on Sundays at 10.30am.

Pastoral Care

Pastoral care of church members and contacts is undertaken by volunteers who meet regularly for mutual support. To enhance this work a member has been commissioned as Pastoral Assistant to the Minister, responding to requests for visits to the long-term sick and house-bound and to those in extra need, doing hospital visits, taking Home Communion and having a prayer ministry. Two members have been commissioned for Bereavement Support and Baptism Support.

Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

Weekly Notices and a monthly Newsletter are being circulated to members and friends.

Fellowship

Refreshments are served after each morning service to enable the congregation to meet informally.

A programme of activities, open to all, to promote fellowship is organised throughout the year. These include lunches and evening activities. Groups organised by the Church during the year were Craft and Chat, Brookside Men's and Ladies' Group and a Well Being Coffee Morning.

Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Mission and Outreach

Pre-School

Brookside Church Council runs a pre-school, which is open 30 hours weekly, 8.30am to 2.30pm. It is managed by a Committee of elected Church Council members and has a graduate manager and qualified staff. The pre-school has the use of the main hall, two classrooms and a large, secure outdoor space, plus toilet and kitchen facilities.

Youth work

The Boys Brigade meets regularly in the church building. They are managed by members of the church. Girlguiding provides Rainbows, Brownies and Guides weekly in term time.

Adults

In addition to the groups and activities described under **Worship and Fellowship,** the premises are regularly used by groups such as Gamblers Anonymous, art groups, a choir, Slimming and Exercise Groups, a Sewing Group and music examination boards. The church is used as a Polling Station.

Church Website, answerphone and email

The church website is maintained on a weekly basis. It includes information about our beliefs and history, our Sunday services, our weekly calendar, organisations and activities, and special events. It also provides a useful link for those wishing to make enquiries or bookings. Our email and answerphone are checked daily by our Bookings Secretary and passed to the appropriate person for action.

The Circuit

Two members of Brookside Church Council represent the Church at the Peterborough Circuit Meeting, which links Brookside to the wider Methodist Connexion. A Circuit Steward is appointed to Brookside Church Council.

PE4 Church Partnership

We are working with other churches in the PE4 area to share prayer, worship and outreach.

Brookside Church Buildings

Maintenance of the substantial premises is the responsibility of a Property Committee of the Church Council. We are indebted to a small team of volunteers who undertake maintenance jobs to the building and outdoor space.

Fire and Safety checks have been undertaken during the year and action required has been carried out. For security it has been necessary to keep the premises locked even while in use (except during Sunday worship), but a bell is provided to give access. Times of our activities are advertised. When the building is not in use a locked barrier to the car park is used as an additional security measure.

Users of the building are provided with keys to the main doors and the barrier and are responsible for securing the building when they leave.

From August 2023 cleaning services were provided by our Pre-School staff.

Risks

Risks are discussed by Brookside Church Council. Professional advice is taken as required. Progress is regularly reviewed.

The Church Council has a Child and Vulnerable Adult Safeguarding Policy, and a training schedule is in place. DBS checks are carried out as required. This work is co-ordinated by a Safe-Guarding Officer.

Financial Review

Treasurer's Report to Church Council

These accounts are for the period 1st September 2023 to 31st August 2024

Income

Income for this period amounted to £58,253.98 up from the previous years figure of £56,025.41. Offertory for the period amounted to £23,906.21 up from the previous years figure of £22,615.50. Lettings increased to £18,869.21 up from the previous years figure of £13,516.05. Brookside Pre-School donations to the church have now reduced to £2,160.00 per term from the £3,200.00 we used to receive. Gift Aid for the year amounted to £6,344.65 up from the previous years figure of £5,612.73.

Expenditure

Expenditure for this period, amounted to £50,739.66, down from the previous years figure of £55,340.35. Major items of expenditure during this period continue to be our payment to the circuit which increased this year by £3,000.00 to £34,818.12. The amount spent on repairs & maintenance of the property reduced significantly this year and came in at £5,035.86 down from last years figure of £12720.34. Major items of expenditure were £650.00 for fixing the church roof following the leak above the dias earlier this year and £851.00 outstanding payments in respect of the cleaning contract.

Church Roof Fund

The amount borrowed from circuit was £7,500.00. A repayment programme of £208.33 per month over 36 months was agreed. 13 payments of £208.33 remain leaving a balance of £2,708.29 outstanding. We currently have a balance of £2,939.22 on the Church Roof Fund Account a surplus of £230.93.

Church Funds

HSBC Current Account £ 10,578.46

CFB Deposit Account £ 42,143.88

Cash £

Total £ 52,722.34

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Breakdown of Church Funds

General Fund £46,448.58, Caring £100.69, Benevolent Fund £426.01, Reserve & Property £123.30, Youth Club (including Unite) £961.23, Church Roof Fund £2,939.22, Ladies Powder Room £1,723.31

Charitable Work

Our payment to the Connexional Fund continues to be £2,000.00. The following amounts have been raised for charity during this period. Action for Children £184.39 and Christian Aid £457.70.

Budget 2024/2025

Given the income and expenditure figures for the last two years have been significantly higher than budgeted I have amended the budget for 2024/2025 to take these increases into account and have set a figure of £55,000.00 for both (ie, I expect us to breakeven this year). Just to confirm though that this figure does not include any expenditure that is likely to be incurred in the renovation of the ladies toilets.

Summary

Overall, a good year for the church with income exceeding expenditure by C£7500.00. This has left the church in a strong position to look at various capital expenditure projects that will go to improving the facilities that the church can offer.

We do though need to be vigilant with regards to the following

a) Whilst the amount received via the offertory has increased slightly this is mainly due to just two members of the congregation whose contribution now amounts to almost 30% of the total amount received.

b) The reliance on the donation we receive from pre-school, not only in cash terms but the increasing difficulty in getting people to join the Pre-School Committee. In addition to this they have now undertaken to clean our premises for us. This is worth about £10,000.00 to the church and the loss would affect us greatly.

c) The amount in time and effort that goes into ensuring that the letting of our property runs smoothly. Especially now as Slimming World provide in excess of £5,000.00 in rental fees.

George Barber

Church Treasurer

Pre-school finances (consolidated with the Church Accounts)

Funds held at 1 September 2022 were £53,886. The loss for the year was £9,930 with funds at 31 August 2023 being £43,956. Our required reserves were £29,000.

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

RESERVES POLICY

Report on behalf of	Brookside Methodist Church
To	Circuit Meeting

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charities SORP.

(I) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money

(ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

(v) Our Report is attached overleaf

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

1. General Funds held at Y/E 31/8/24	£46,447

2. Restricted Funds held Y/E 31/8/24	£6173

3. Endowment Funds held "	**£0**

4. Reserves policy for General Funds

It is the policy of the Church to hold in the General Fund the equivalent of at least six months running costs. This amounts to about £25,500.

The General Fund is non-allocated money for the day to day running of the church. The Fund is supported by regular lettings and donations amounting to £49,119 last year.

Taking into account the age and increased use of the building the Trustees are discussing improvements to the facilities, and expect the cost of repairs and maintenance to continue to increase.

5. **Policy for Restricted Funds**

In the Church's Restricted Funds, £44,664 is held by Internal Organisations and £43,956 of this is in the Pre-school account. The remaining restricted funds of £6,177 are made up from Property Reserve Fund, Caring and Benevolent Funds.

6. Terms relating to Endowment Funds held

This Reserves Policy has been approved by Brookside Methodist Church Council

(*Church Council ☐ /Circuit Meeting ☐ /District ☐)

Treasurer George Barber	Trustee

Structure, governance and management

The governing documents are the Deed of Union 1932 and the Methodist Church Act 1976.

The charity is constituted as a Trust. It is a Charity required to be registered with the Charity Commissioner. Registered Charity Number 1147796.

Trustees (all members of the Church Council) are Ex Officio, elected by Church members, or appointed by the Church Council.

Brookside Church Council for the year covered by this Report consisted of the Ministers, Treasurer appointed by the Council, 4 elected stewards, 15 elected general representatives, and one representative from Peterborough Circuit Meeting.

A range of guidance is provided by the Methodist Conference. The leaflet "The Role of a Trustee" is given to each Trustee.

The Church Council members are responsible for making decisions on all administrative and financial matters relating to the Church premises and work. The full Church Council met twice during the year with an average attendance of 15.

Brookside has a number of committees dealing with particular aspects of the church's work. These are Pastoral, Finance, Property, Worship, Pre-School, and Events.
These are all responsible to the Brookside Church Council and report regularly to the full Church Council, where matters are discussed and approved as appropriate. Between meetings the Minister and the Stewards have the authority to make urgent decisions when necessary.

Following the advice of the legal department of the Methodist Church we are complying with the Data Protection Act 2018.

The main part of our church activities is undertaken by lay persons (volunteers).

Administrative information

Brookside Church is in Gunthorpe Road, Peterborough. It is part of the Peterborough Circuit and accountable to the Methodist Conference.

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

The correspondence address is:	Brookside Methodist Church, Gunthorpe Road, Peterborough, PE4 7TG.
The Church telephone message service is:	01733 328192
The email address is:	contactbrookside@gmail.com
The website address is:	www.brooksidemc.org.uk

Trustees (Church Council members) serving at the date of this report are:

Rev Janet Titterton (Minister and Chair)
Rev Dr Langley Makrell-Hey (Circuit Minister)
Mrs Cathy Ruffles (Pastoral Secretary)
Mr David Whiting (Steward)
Mr Joshua Miranda (Steward)
Mrs Sue Grice (Steward)
Mr George Barber (Treasurer and Steward)
Mr Anthony Storey (Property Steward)
Mr Paul Abel (Circuit Steward)
Mrs Chris Hardman (Secretary)
Mrs Angela Cummins
Mr Pete Grice
Mrs Lynn Gurney
Mrs Claire Holden
Mrs Sue Holmes
Mr Alan Newcombe
Mrs Maureen Newcombe
Mrs Valerie Ostler
Miss Joanna Parkin
Mrs Liz Storey
Mrs Elizabeth Thompson
Mr Brian Thornton
Mrs Madeline Whiting
Mrs Anne Yeoman

Other Trustees who served during the year were:
Mr Simon Thompson

Approved by the Stewards on behalf of Brookside Church Council on and signed on their behalf by:

Rev Janet Titterton (Chair)

Chris Hardman (Church Secretary)

CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS

THE METHODIST CHURCH

STANDARD FORM OF ACCOUNTS

BROOKSIDE METHODIST	Church

FOR THE YEAR ENDED

31 August 2024

PETERBOROUGH	Circuit	Circuit no.	2321

Registered Charity - Charity Registration number	1142796
If not a registered charity **His Majesty's Revenue and Customs Gift Aid number**	

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

Minister:

REV JANET TILLERTON

Church Stewards:

CATHY RUFFLES
SUE GRICE
DAVID WHITING
JOSH MIRANDA

Treasurer:

GEORGE BARBER

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024

BROOKSIDE **Church**

SECTION A

		Note	Unrestricted Funds £	Restricted Funds £	Totals this year £		Totals last year £
a1	**RECEIPTS**						
a2	Offerings and Tax recovered		30250		30250		28228
a3	Bank and CFB interest and Investment income						
a4	Lettings		18869		18869		13516
a5	Other receipts		9134	3372	12505		32446
a6	**TOTAL RECEIPTS**		58253	3372	61624	(a7)	74190

SECTION B

b1	**PAYMENTS**						
b2	Circuit Assessment or Share		34818		34818		31818
b3	Donations		2000		2000		2000
b4	Repairs and Maintenance		5035		5035		12720
b5	Utilities (Insurances, water charges, heating & lighting)		8061		8061		7681
b6							
b7	Other payments		825	3000	3825		62391
b8	**TOTAL PAYMENTS**		50739	3000	53739	(b9)	116275

SECTION C

c1	**NET RECEIPTS/PAYMENTS FOR THE YEAR** (a6-b8)		7513	372	7885		(42085)
c2	Total funds brought forward from last year		38934	5801	44945	(c6)	87365
c3	**Sub total** (c1+c2)		46447	6173	52620		44945
c4	Transfers and adjustments					(c7)	
c5	**TOTAL FUNDS AT END OF YEAR** (c3+c4)		46447	6173	52620	(c8)	44945 (c6)

SECTION D

	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS (these amounts are not to be included in total receipts/payments figures above)	£	£
d1	Balance brought forward from last year	668	41
d2	Offerings/Gifts - received for external organisations	442	668
d3	Offerings/Gifts - passed to external organisations	1009	42
d4	**BALANCE STILL TO BE PAID** (d1+d2-d3)	102	668

BROOKSIDE — Church

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

SECTION E — **Please follow the Guidance Notes to complete this page**

Summary of the Church accounts for the year ended 31 August 2024 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

	INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1	BROOKSIDE MENS CLUB	196-10	196-00	·10p		·10p	·20p
e2	BOYS BRIGADE	1653-19	1907.67	(254·48)		955. 93	701·45p
e3	TUESDAY FELLOWSHIP	265-08	605·55	(340·47)		347·88	7·41
e4	BROOKSIDE PRE-SCHOOL	76269·15	86199·48	(9930·33)		53886. 21	43955·88
e5							
e6							
e7							
e8	Sub total of Internal Organisations funds					55188 (e11)	44664 (e12)
e9	**Church accounts (totals brought forward from page 2 - totals column)**	(a7)	(b9)		(c7)	45404 (c6)	52722 (c8)
e10	**TOTAL CASH FUNDS HELD BY CHURCH**					100592 (x)	97386 (y)
	Continue on a separate sheet if necessary and bring the totals forward	**TOTAL RECEIPTS**	**TOTAL PAYMENTS**				

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2024

		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	12857	10578
f3	Bank Deposit Account	32547	42142
f4	Central Finance Board		
f5	Trustees for Methodist Church Purposes		
f6	Other funds		
f7	**SUB TOTAL - Church accounts**	45404 (c6)	52722 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	55188 (e11)	44664 (e12)
f9	**TOTAL CASH FUNDS HELD BY CHURCH**	100592 (x)	97386 (y)

SECTION G

OTHER ASSETS and LIABILITIES

		At 1 September 2023	At 31 August 2024
g1	Investments (include Endowments)		
g2	Land & Buildings (see notes re Insurance value)		
g3	Other Assets		
g4	Loan(s) - show amount outstanding at year end		
g5	Other Liabilities		

f4 Include only Funds held at the Central Finance Board
f5 Include only Funds held at Trustees for Methodist Church Purposes
g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5

Name of Church BROOKSIDE No 1142796

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2024 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer ..... Date 31.10.2024

Name and address of treasurer GEORGE BARBER

21 GILDALE, WERRINGTON Post Code PE4 6QY

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2024 were/will be* presented to the meeting of the Church trustees held on .....

Signature of the Chair of the meeting .....

Name of the Chair of the meeting REV J TITTERTON Date 25.8.25

Independent Examiner's Report to the Trustees of the

BROOKSIDE **Church**

Charity Number 1142796

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the BROOKSIDE Church for the year ended 31 August 2024 set out on pages 1 to 5. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

Name of Church ..... BROOKSIDE ..... No 1142796

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 ..... R J Bates .....

Name of independent examiner ..... RICHARD JOHN BATES .....

Relevant professional qualification of independent examiner ..... N/A. .....

Name of firm (where appropriate) ..... N/A. .....

Address ..... 62 Westwood Park Road .....

..... Peterborough ..... Post Code PE3 6JL

Date ..... 1/11/2024 .....

* delete or circle as appropriate

Form Reviewed Aug-24

BROOKSIDE METHODIST CHURCH

England & Wales - Charity number 1142796

Accounts

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

ANNUAL REPORT
Year ended 31 August 2023

All members of the Brookside Church Council are Trustees of the Charity.

Aims and purposes

Brookside Church Council is responsible, in co-operation with the other churches of the Peterborough Circuit, for advancing the Christian faith in Peterborough City in accordance with the approved governing document issued by the Methodist Conference.

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of – (a) the Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church; (b) any charitable purpose for the time being of any Connexional, district, circuit or 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.

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Brookside Church Council is committed to the provision of regular public acts of worship open to members of the church and non-members alike; the provision of a sacred space for prayer and contemplation; the teaching of Christianity through sermons, courses and small groups; pastoral work including visiting the sick and bereaved; promotion of Christianity through the staging of events and services; the provision of youth clubs and adult groups with a Christian ethos; supporting other charities in the UK and overseas financially and with prayer.

In planning our activities for the year Brookside Church Council has considered the Commission's guidance on public benefit, including the specific guidance on charities for the advancement of religion. We aim to provide opportunities for everyone who wishes to learn about the Christian faith and to live out their faith through:

Worship and prayer, learning about the Gospel and developing faith in Jesus Christ Provision of pastoral care for church members and non-members
Opportunities for fellowship
Mission and outreach work

To enable this work and expand our contacts with the wider community we continue to maintain and improve the fabric and facilities of the Brookside Church building.

Achievements and Performance

Corona Virus

We continue to take extra precautions against infection but have now ended social distancing.

Worship

Morning Worship, Messy Church and Café Worship took place through the year, but the evening service was not resumed. United Services are being held with Dogsthorpe Methodist Church, making use of both buildings. A mid-week Communion service is held on the fourth Tuesday of each month

The Tuesday Fellowship meets twice a month for worship and a programme of interesting activities. The New Direction Bible Study Group meets weekly on Zoom.

Pastoral Care

Pastoral care of church members and contacts is undertaken by volunteers who meet regularly for mutual support. To enhance this work a member has been commissioned as Pastoral Assistant to the Minister, responding to requests for visits to the long-term sick and house-bound and to those in extra need, doing hospital visits, taking Home Communion and having a prayer ministry. Two members have been commissioned for Bereavement Support and Baptism Support.

Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

Since March 2020 weekly Notices and a monthly Newsletter are being circulated to members and friends.

Fellowship

Refreshments are served after each morning service to enable the congregation to meet informally.

A programme of activities, open to all, to promote fellowship is organised throughout the year. These include lunches and evening activities. Groups organised by the Church during the year were Craft and Chat, Brookside Men's and Ladies' Group and a Well Being Coffee Morning.

Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Mission and Outreach

Pre-School

Brookside Church Council runs a pre-school, which is open 30 hours weekly, 8.30am to 2.30pm. It is managed by a Committee of elected Church Council members and has a graduate manager and qualified staff. The pre-school has the use of the main hall, two classrooms and a large, secure outdoor space, plus toilet and kitchen facilities.

Youth work

The Boys Brigade meets regularly in the church building. They are managed by members of the church. Girlguiding provides Rainbows, Brownies and Guides weekly in term time.

Adults

In addition to the groups and activities described under **Worship and Fellowship,** the premises are regularly used by groups such as Gamblers Anonymous, art groups, Slimming and Exercise Groups, a Sewing Group and music examination boards. The church is used as a Polling Station.

Church Website, answerphone and email

The church website is maintained on a weekly basis. It includes information about our beliefs and history, our Sunday services, our weekly calendar, organisations and activities, and special events. It also provides a useful link for those wishing to make enquiries or bookings. Our email and answerphone are checked daily by our Bookings Secretary and passed to the appropriate person for action.

The Circuit

Two members of Brookside Church Council represent the Church at the Peterborough Circuit Meeting, which links Brookside to the wider Methodist Connexion. A Circuit Steward is appointed to Brookside Church Council.

PE4 Church Partnership

We are working with other churches in the PE4 area to share prayer, worship and outreach.

Brookside Church Buildings

Maintenance of the substantial premises is the responsibility of a Property Committee of the Church Council. We are indebted to a small team of volunteers who undertake maintenance jobs to the building and outdoor space.

Fire and Safety checks have been undertaken during the year and action required has been carried out. For security it has been necessary to keep the premises locked even while in use (except during Sunday worship), but a bell is provided to give access. Times of our activities are advertised. When the building is not in use a locked barrier to the car park is used as an additional security measure.

Users of the building are provided with keys to the main doors and the barrier and are responsible for securing the building when they leave.

From August 2023 cleaning services are being provided by our Pre-School staff.

Risks

Risks are discussed by Brookside Church Council. Professional advice is taken as required. Progress is regularly reviewed.

The Church Council has a Child and Vulnerable Adult Safeguarding Policy, and a training schedule is in place. DBS checks are carried out as required. This work is co-ordinated by a Safe-Guarding Officer.

Financial Review

Treasurer's Report to Church Council

Income

Income for this period amounted to £56,025.41, up from the previous years figure of £52,718.58. Offertory for the period amounted to £22,615.50 up from a figure of £22,313.51 for the previous year. Income from the lettings for this period amounted to £13,516.05 also increasing from the previous years figure of £12,222.77. Brookside Pre-School donations to the church for this year totalled £9,600. Gift Aid for this year amounted to £5,612.73 an increase of £500 from the previous year. Other reasons behind the increase in income are the £1,890.50 raised via events undertaken by the church during the year and £932.00 received from our insurance claim.

Expenditure

Expenditure for this period amounted to £55,340.35. Major items of expenditure during this period continue to be our payment to the circuit for £31,818.12 and repairs and maintenance to the property which amounted to £12,720. Major items of expenditure were £2,982 for a new boiler, decorating the church £2,790, and £3,426.08 in respect of our cleaning contract. The cleaning contract has now been cancelled and work will now be carried out by the Pre-School where an annual price of £3,200 has been agreed.

Church Roof Fund

The amount borrowed from the circuit was £7,500. A repayment programme of £208.33 per month over 36 months was agreed. To date, 11 payments of £208.33 have been made leaving £5,208.37 outstanding. Balance on our Church Roof Fund stands at £3,934.66.

BROOKSIDE METHODIST CHURCH

REGISTERED CHARITY NUMBER 1147796

Church Funds

HSBC Current Account	£12,857.03
CFB Deposit Account	£32,547.10
Cash	£ 0
Total	**£45,404.13**

Breakdown of Church Funds

General Fund £38,934.26, Caring £688.57, Benevolent Fund £426.01, Reserve & Property £123.30, Youth Club (including Unite) £1,317.33, Church Roof Fund £3,934.66

Charitable Work

Our payment to the Connexional Fund continues to be £2,000. The following amounts have been raised for charity during this period. All We Can £55.53, Addenbrookes Liver Transplant £56.45, Prostate Cancer £47, Action for Children £177.45 and Christian Aid £2,036.

Summary

Whilst on the face of it, the church finances appear stable, there are areas of concern that we need to be aware of.

a) Whilst the amount received via the offertory has increased slightly, this is mainly due to just two members of the congregation whose contribution now amounts to almost 30% of the total amount received.

b) The reliance on the donation we receive from pre-school not only in cash terms but the increasing difficulty in getting people to join the pre-school committee. In addition to this they have now undertaken to clean our premises for us.

c) The amount and time and effort that goes into ensuring that the letting of our property runs smoothly.

d) A new commitment of £208.33 per month over 3 years

e) Future demands on our funds from property related issues.

George Barber

Church Treasurer

Pre-school finances (consolidated with the Church Accounts)

Funds held at 1 September 2022 were £50,728.03. The surplus for the year was £3,158.18 with funds at 31 August 2023 being £53,886.21.

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

RESERVES POLICY

Report on behalf of	Brookside Methodist Church
To	Circuit Meeting

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charities SORP.

(I) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money

(ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

(v) Our Report is attached overleaf

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

General Funds held at Y/E 31/8/23	£38,934

2. **Restricted** Funds held Y/E 31/8/23	£61,678

3. **Endowment** Funds held "	**£0**

4.. Reserves policy for General Funds

It is the policy of the Church to hold in the General Fund the equivalent of at least four months running costs. This equates to about £17,000.

The General Fund is non-allocated money for the day to day running of the church. The Fund is supported by regular lettings and donations amounting to £36,693 last year.

5. **Policy for Restricted Funds**

In the Church's Restricted Funds, £55,188 is held by Internal Organisations and £53,886 of this is in the Pre-school account. The remaining restricted funds of £6,377 are made up from Property Reserve Fund, Caring and Benevolent Funds and the Church Roof Fund (£3,937)

6. **Terms relating to Endowment Funds held**

This Reserves Policy has been approved by Brookside Methodist Church Council

(*Church Council ☐ /Circuit Meeting ☐ /District ☐)

Treasurer George Barber	Trustee

Structure, governance and management

The governing documents are the Deed of Union 1932 and the Methodist Church Act 1976.

The charity is constituted as a Trust. It is a Charity required to be registered with the Charity Commissioner. Registered Charity Number 1147796.

Trustees (all members of the Church Council) are Ex Officio, elected by Church members, or appointed by the Church Council.

Brookside Church Council for the year covered by this Report consisted of the Ministers, Treasurer appointed by the Council, 2 elected stewards, 17 elected general representatives, and one representative from Peterborough Circuit Meeting.

A range of guidance is provided by the Methodist Conference. The leaflet "The Role of a Trustee" is given to each Trustee.

The Church Council members are responsible for making decisions on all administrative and financial matters relating to the Church premises and work. The full Church Council met twice during the year with an average attendance of 18.

Brookside has a number of committees dealing with particular aspects of the church's work. These are Pastoral, Family, Finance, Property, Worship, Pre-School, and Events.
These are all responsible to the Brookside Church Council and report regularly to the full Church Council, where matters are discussed and approved as appropriate. Between meetings the Minister and the Stewards have the authority to make urgent decisions when necessary.

Following the advice of the legal department of the Methodist Church we are complying with the Data Protection Act 2018.

The main part of our church activities is undertaken by lay persons (volunteers).

Administrative information

Brookside Church is in Gunthorpe Road, Peterborough. It is part of the Peterborough Circuit and accountable to the Methodist Conference.

The correspondence address is:	Brookside Methodist Church, Gunthorpe Road, Peterborough, PE4 7TG.
The Church telephone message service is:	01733 328192
The email address is:	contactbrookside@gmail.com
The website address is:	www.brooksidemc.org.uk

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

Trustees (Church Council members) serving at the date of this report are:

Rev Janet Titterton (Minister and Chair)
Rev Dr Langley Makrell-Hey (Circuit Minister)
Mrs Cathy Ruffles Steward)
Mr David Whiting (Steward)
Mr Joshua Miranda (Steward)
Mr George Barber (Treasurer)
Mr Anthony Storey (Property Steward)
Mrs Sue Keeney (Circuit Steward)
Mrs Chris Hardman (Secretary)
Mrs Angela Cummins
Mr Pete Grice
Mrs Sue Grice
Mrs Lynn Gurney
Mrs Claire Holden
Mrs Sue Holmes
Mrs Maureen Newcombe
Mrs Valerie Ostler
Miss Joanna Parkin
Mrs Liz Storey
Mr Simon Thompson
Mrs Madeline Whiting
Mrs Anne Yeoman

Other Trustees who served during the year were:
Mrs Chris Bowra
Mrs Janet Murphy
Mrs Elizabeth Thompson

Approved by the Stewards on behalf of Brookside Church Council on and signed on their behalf by:

Rev Janet Titterton (Chair)

Chris Hardman (Church Secretary)

CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS

THE METHODIST CHURCH

STANDARD FORM OF ACCOUNTS

BROOKSIDE METHODIST CHURCH	**Church**

FOR THE YEAR ENDED

31 August 2023

PETERBOROUGH **Circuit**	**Circuit no.**	2321

Registered Charity - Charity Registration number	1142796
If not a registered charity **Her Majesty's Revenue and Customs Gift Aid number** (The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)	

Minister:

REV JANET TITTERTON

Church Stewards:

CATHY RUFFLES
ELIZABETH THOMPSON
DAVID WHITING
SUE GRICE

Treasurer:

GEORGE BARBER

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023

BROOKSIDE — Church

	SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
			£	£	£		£
a1	**RECEIPTS**	Note					
a2	Offerings and Tax recovered		28228		28228		27471
a3	Bank and CFB interest and Investment income						
a4	Lettings		13516		13516		12222
a5	Other receipts		14281	18165	32446		46166
a6	**TOTAL RECEIPTS**		56025	18165	74190	(a7)	85859

	SECTION B						
b1	**PAYMENTS**						
b2	Circuit Assessment or Share		31818		31818		31818
b3	Donations		2000		2000		2000
b4	Repairs and Maintenance		12720		12720		5654
b5	Utilities (Insurances, water charges, heating & lighting)		7681		7681		725
b6							
b7	Other payments		1039	61352	62391		9317
b8	**TOTAL PAYMENTS**		55258	61352	116275	(b9)	56014

	SECTION C						
c1	**NET RECEIPTS/PAYMENTS FOR THE YEAR**	(a6-b8)	767	(43187)	(42085)		29805
c2	Total funds brought forward from last year		38167	49198	87365	(c6)	65060
c3	**Sub total**	(c1+c2)	38934	6011	44945		94865
c4	Transfers and adjustments		—	—	—	(c7)	(750)
c5	**TOTAL FUNDS AT END OF YEAR**	(c3+c4)	38934	6011	44945	(c8)	87365 (c6)

	SECTION D			
	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS			
d	**(these amounts are not to be included in total receipts/payments figures above)**	£		£
d1	Balance brought forward from last year	650		41
d2	Offerings/Gifts - received for external organisations	470		651
d3	Offerings/Gifts - passed to external organisations	661		42
d4	**BALANCE STILL TO BE PAID** (d1+d2-d3)	459		650

BROOKSIDE — Church

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

SECTION E — **Please follow the Guidance Notes to complete this page**

Summary of the Church accounts for the year ended 31 August 2023 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

	INTERNAL ORGANISATIONS	Receipts		Payments		Net Receipts/ Payments	Adjustments		Opening balances		Closing balances	
e1												
e2	TUESDAY FELLOWSHIP	313		~~150~~ 153		160			187		347	
e3	BOYS BRIGADE	1447		1186		261			694		955	
e4	MENS CLUB	220		220		0			0		0	
e5	PRE-SCHOOL	104174		101016		3158			50728		53886	
e6												
e7												
e8	Sub total of Internal Organisations funds								51609	(e11)	55188	(e12)
e9	**Church accounts (totals brought forward from page 2 - totals column)**		(a7)		(b9)			(c7)	88015	(c6)	45404	(c8)
e10	**TOTAL CASH FUNDS HELD BY CHURCH**								139724	(x)	100592	(y)
	Continue on a separate sheet if necessary and bring the totals forward	**TOTAL RECEIPTS**		**TOTAL PAYMENTS**								

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

	CHURCH - CASH FUNDS HELD at 31 August 2023	OPENING BALANCES		CLOSING BALANCES	
f1	Cash in hand	116		-	
f2	Bank Current Account	6342		12857	
f3	Bank Deposit Account	31657		32547	
f4	Central Finance Board				
f5	Trustees for Methodist Church Purposes				
f6	Other funds				
f7	**SUB TOTAL - Church accounts**	88015	(c6)	45404	(c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	51609	(e11)	55188	(e12)
f9	**TOTAL CASH FUNDS HELD BY CHURCH**	139724	(x)	100592	(y)

SECTION G

OTHER ASSETS and LIABILITIES

		At 1 September 2022	At 31 August 2023
g1	Investments (include Endowments)		
g2	Land & Buildings (see notes re Insurance value)		
g3	Other Assets		
g4	Loan(s) - show amount outstanding at year end		
g5	Other Liabilities		

f4 Include only Funds held at the Central Finance Board
f5 Include only Funds held at Trustees for Methodist Church Purposes
g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5

Name of Church ..... BROOKSIDE METHODIST ..... No.....

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 Church and that they include all funds under the control of the Church trustees.

Signature of treasurer ..... Date 28.9.2023

Name and address of treasurer ..... GEORGE BARBER, 21 GILDALE

WERRINGTON, PETERBOROUGH ..... Post Code PE4 6QY

Presentation to the Church trustees

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

Signature of the Chair of the meeting ..... J Titterton .....

Name of the Chair of the meeting ..... J. TITTERTON ..... Date 11.10.2023

Independent Examiner's Report to the Trustees of the

..... BROOKSIDE METHODIST .....Church

Charity Number 1142796

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the ..... BROOKSIDE METHODIST ..... Church for the year ended 31 August 2023 set out on pages ..1.. to ..5.. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

Name of Church Brookside Methodist Church No 2321

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 RJ Bates

Name of independent examiner Richard Bates

Relevant professional qualification of independent examiner /

Name of firm (where appropriate) /

Address 62 Westwood Park Road

Peterborough Post Code PE3 6JL

Date 28. 9. 2023

* delete or circle as appropriate

Form Review May-23

Name of Church Brookside Methodist Church No 2321

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Name of independent examiner Richard Bates

Relevant professional qualification of independent examiner /

Name of firm (where appropriate) /

Address 62 Westwood Park Road

Peterborough Post Code PE3 6JL

Date 28. 9. 2023

* delete or circle as appropriate

Form Review May-23

BROOKSIDE METHODIST CHURCH

England & Wales - Charity number 1142796

Accounts

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

ANNUAL REPORT
Year ended 31 August 2022

All members of the Brookside Church Council are Trustees of the Charity.

Aims and purposes

Brookside Church Council is responsible, in co-operation with the other churches of the Peterborough Circuit, for advancing the Christian faith in Peterborough City in accordance with the approved governing document issued by the Methodist Conference.

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of – (a) the Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church; (b) any charitable purpose for the time being of any Connexional, district, circuit or 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.

Objectives and Activities

Brookside Church Council is committed to the provision of regular public acts of worship open to members of the church and non-members alike; the provision of a sacred space for prayer and contemplation; the teaching of Christianity through sermons, courses and small groups; pastoral work including visiting the sick and bereaved; promotion of Christianity through the staging of events and services; the provision of youth clubs and adult groups with a Christian ethos; supporting other charities in the UK and overseas financially and with prayer.

In planning our activities for the year Brookside Church Council has considered the Commission's guidance on public benefit, including the specific guidance on charities for the advancement of religion. We aim to provide opportunities for everyone who wishes to learn about the Christian faith and to live out their faith through:

Worship and prayer, learning about the Gospel and developing faith in Jesus Christ
Provision of pastoral care for church members and non-members
Opportunities for fellowship
Mission and outreach work

To enable this work and expand our contacts with the wider community we continue to maintain and improve the fabric and facilities of the Brookside Church building.

Achievements and Performance

Corona Virus

During the year regular activities were gradually resumed, appropriate risk assessments having been made. Social distancing remained in place in the Sanctuary, hand sanitising and masks were available, but otherwise visitors were not required to undertake special measures.

Worship

Morning Worship, Messy Church and Café Worship took place through the year, but the evening service was not resumed.

Pastoral Care

Pastoral care of church members and contacts is undertaken by volunteers who meet regularly for mutual support. To enhance this work a member has been commissioned as Pastoral Assistant to the Minister, responding to requests for visits to the long-term sick and house-bound and to those in extra need, doing hospital visits, taking Home Communion and having a prayer ministry. Two members have been commissioned for Bereavement Support and Baptism Support.

Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

From March 2020 a weekly Newsletter was circulated to members and friends.

Fellowship

Refreshments are served after each morning service to enable the congregation to meet informally.
A programme of activities, open to all, to promote fellowship is organised throughout the year. These include lunches and evening activities. Groups such as Craft and Chat, Brookside Men's

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

Mission and Outreach

Pre-School

Brookside Church Council runs a pre-school, which is open 30 hours weekly, 8.30am to 2.30pm. It is managed by a Committee of elected Church Council members and has a graduate manager and qualified staff. The pre-school has the use of the main hall, two classrooms and a large, secure outdoor space, plus toilet and kitchen facilities.

Youth work

The Boys Brigade meets regularly in the church building. They are managed by members of the church. Girlguiding provides Rainbows, Brownies and Guides weekly in term time.

Adults

In addition to the groups and activities described under **Worship and Fellowship,** the premises are regularly used by groups such as Gamblers Anonymous, art groups, a Sewing Group and music examination boards. The church is used as a Polling Station.

Home and Overseas Missions and Christian Aid

These are supported by members' regular donations. An effort is made annually to raise money for Christian Aid, although the age of members has meant a reluctant abandonment of house-to-house collection. Money is raised for Action for Children particularly at Christmas time.

The homeless

A group of ladies continues to provide cakes for the homeless on a fortnightly rota.

Church Website, answerphone and email

The church website is maintained on a weekly basis. It includes information about our beliefs and history, our Sunday services, our weekly calendar, organisations and activities, and special events. It also provides a useful link for those wishing to make enquiries or bookings. Our email and answerphone are checked daily by our Bookings Secretary and passed to the appropriate person for action.

The Circuit

Two members of Brookside Church Council represent the Church at the Peterborough Circuit Meeting, which links Brookside to the wider Methodist Connexion. A Circuit Steward is appointed to Brookside Church Council.

PE4 Church Partnership
We are working with other churches in the PE4 area to share prayer, worship and outreach.

Brookside Church Buildings

Maintenance of the substantial premises is the responsibility of a Property Committee of the Church Council. We are indebted to a small team of volunteers who undertake maintenance jobs to the building and outdoor space.

Fire and Safety checks have been undertaken during the year and action required has been carried out. For security it is necessary to keep the premises locked even while in use (except during Sunday worship), but a bell is provided to give access. Times of our activities are advertised. When the building is not in use a locked barrier to the car park is used as an additional security measure. Users of the building are provided with keys to the main doors and the barrier and are responsible for securing the building when they leave.

We employed a local company to provide cleaning services

Plans were made and money raised to enable the flat roof to be repaired.

Risks

Risks are discussed by Brookside Church Council. Professional advice is taken as required. Progress is regularly reviewed.

The Church Council has a Child and Vulnerable Adult Safeguarding Policy, and a training schedule is in place. DBS checks are carried out as required. This work is co-ordinated by a Safe-Guarding Officer.

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Financial Review

Treasurer's Report to Church Council 12th October 2022

These accounts are for the period 1st September 2021 to 31st August 2022

Income

Income for this period amounted to £52,718.58
An increase in our income was seen in all our four main income streams: with Offertory £22,300.00 against a budget of £20,000.00; lettings income increasing to £12,2000.00 against a budget of £10,000.00; donations increasing to £12,300.00 against a budget of £10,000.00; and Gift Aid increasing to £5,000.00 against a budget of £4,000.00

Expenditure

Expenditure for this period amounted to £48,494.87 against a budgeted figure of £48,900.00 Reduced expenditure on property repairs being offset by increased energy bills. Our major item of expenditure continues to be our payment to circuit of £31,818.12

Church funds

HSBC Current account	£56,342.08
CFB Deposit account	£31,656.85
Cash	£16.18
Total	**£88,015.11**

Breakdown of church funds

General fund £38,187.05, Caring fund £650.88, Benevolent Fund £426.01, Reserve & Property £123.30, Youth Club (including Unite) £1,440.81, Church Roof Fund £47,247.00. This compares to total church funds as at 31st August 2021 at £65,060.83.

Charitable work

Our payment to the Connexional Fund has increased to £2,000.00 as agreed in our meeting of the 28th March 2022. An amount of £149.50 was raised for Action for Children and an amount of £252.00 was raised for All We Can

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Church Roof Fund

As at 31st August 2022 the amount raised stands at £42,247.00 against a figure of £14,505.19 as at 1st September 2021. The increase of £33,000.00 has come from £10,000.00 National Lottery Grant, £5,000.00 donation from Brookside Pre-School, £6,000.00 transfer from our Property Reserve, £7,500.00 from our General Fund and the remaining £4,500.00 from various fund-raising events and donations.

The total cost of the project including VAT came to £59,085.67. The shortfall has been made up by a grant from circuit of £5,000.00, and an interest-free loan from circuit of £7,500.00 repayable over 36 months at £208.33 per month.

Summary

Whilst on the face of it the church finances appear stable, there are areas of concern that we need to be aware of:

a) Continued reduction in the amount received via the offertory, especially as nearly 50% of the amount received comes from eight elderly members of the congregation.
b) The reliance on the £9,600.00 donation we receive from Pre-school, not only in cash terms but the increasing difficulty in getting people to join the Pre-school Management Committee.
c) The amount of time and effort that goes into ensuring that the letting of our property runs smoothly.
d) A new commitment of £208.33 per month over three years.
e) Future demands on our funds from property related issues.

Pre-school finances (consolidated with the Church Accounts)

Funds held at 1 September 2021 were £52,127.85. Due to lower numbers of children, a small loss of £1,399.82 was sustained during the year, funds at 31 August 2022 being £50,728.03.

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

RESERVES POLICY

Report on behalf of	Brookside Methodist Church
To	Circuit Meeting

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charities SORP.

(I) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money

(ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

(v) Our Report is attached overleaf

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

General Funds held at Y/E 31/8/22	**£38,187.05**

2. **Restricted** Funds held Y/E 31/8/22	**£100,616.03**

3. **Endowment** Funds held "	**£0**

4.. Reserves policy for General Funds

It is the policy of the Church to hold in the General Fund the equivalent of at least four months running costs. This equates to about £16,000.

The General Fund is non-allocated money for the day to day running of the church. The Fund is supported by regular lettings and donations amounting to £24,500 last year.

5. **Policy for Restricted Funds**

In the Church's Restricted Funds, £52,168.84 is held by Internal Organisations and £50,728.03 of this is in the Pre-school account. The remaining restricted funds of £48,447.19 are made up from Property Reserve Fund, Caring and Benevolent Funds and the Church Roof Fund (£47,24.00)

6. **Terms relating to Endowment Funds held**

This Reserves Policy has been approved by Brookside Methodist Church Council

(*Church Council [ ] /Circuit Meeting [ ] /District [ ])

Treasurer George Barber	Trustee

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Structure, governance and management

The governing documents are the Deed of Union 1932 and the Methodist Church Act 1976.

The charity is constituted as a Trust. It is a Charity required to be registered with the Charity Commissioner. Registered Charity Number 1147796.

Trustees (all members of the Church Council) are Ex Officio, elected by Church members, or appointed by the Church Council.

Brookside Church Council for the year covered by this Report consisted of the Ministers, Treasurer appointed by the Council, 3 elected stewards, 17 elected general representatives, and one representative from Peterborough Circuit Meeting.

A range of guidance is provided by the Methodist Conference. The leaflet "The Role of a Trustee" is given to each Trustee.

The Church Council members are responsible for making decisions on all administrative and financial matters relating to the Church premises and work. The full Church Council met 3 times during the year with an average attendance of 18.

Brookside has a number of committees dealing with particular aspects of the church's work.
These are Pastoral, Family, Finance, Property, Worship, Pre-School, and Events.
These are all responsible to the Brookside Church Council and report regularly to the full Church Council, where matters are discussed and approved as appropriate. Between meetings the Minister and the Stewards have the authority to make urgent decisions when necessary.

Following the advice of the legal department of the Methodist Church we are complying with the Data Protection Act 2018.

The main part of our church activities is undertaken by lay persons (volunteers).

Administrative information

Brookside Church is in Gunthorpe Road, Peterborough. It is part of the Peterborough Circuit and accountable to the Methodist Conference.

The correspondence address is: Brookside Methodist Church, Gunthorpe Road, Peterborough, PE4 7TG.
The Church telephone message service is: 01733 328192
The email address is: contactbrookside@gmail.com
The website address is: www.brooksidemc.org.uk

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Trustees (Church Council members) serving at the date of this report are:

Rev Janet Titterton (Minister and Chair)
Rev Dr Langley Makrell-Hey (Circuit Minister)
Mr David Whiting (Steward)
Mr George Barber (Treasurer)
Mrs Cathy Ruffles (Steward) Mrs
Elizabeth Thompson (Steward)
Mr Anthony Storey (Property Steward)
Mrs Chris Bowra
Mr Pete Grice
Mrs Sue Grice
Mrs Lynn Gurney
Mrs Chris Hardman Mrs
Claire Holden
Mrs Sue Holmes
Mrs Sue Keeney
Mrs Janet Murphy
Mr Alan Newcombe
Mrs Maureen Newcombe
Mrs Valerie Ostler
Miss Joanna Parkin
Mrs Liz Storey
Mr Simon Thompson
Mrs Madeline Whiting
Mrs Anne Yeoman

Other Trustees who served during the year were:
Mr Alan Southcott

Approved by the Stewards on behalf of Brookside Church Council on and signed on their behalf by:

Rev Janet Titterton (Chair)

Chris Hardman (Church Secretary)

THE METHODIST CHURCH

STANDARD FORM OF ACCOUNTS

BROOKSIDE METHODIST	Church

FOR THE YEAR ENDED

31 August 2022

PETERBOROUGH	Circuit	Circuit no	2321

Registered Charity - Charity Registration number	1142796
If not a registered charity **Her Majesty's Revenue and Customs Gift Aid number**	

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

Minister:

REV JANET TILLERTON

Church Stewards:

GEORGE BARBER

CATHY RUFFLES

ELIZABETH THOMPSON

DAVID WHITING

Treasurer:

GEORGE BARBER

TS FOR THE YEAR ENDED 31 AUGUST 2022

BROOKSIDE Church

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
1 RECEIPTS	Note					
2 Offerings and Tax recovered		27471		27471		25464
3 Bank and CFB interest and Investment income						
4 Lettings		12222		12222		4000
5 Other receipts		13025	33141	46166		28965
6 TOTAL RECEIPTS		52718	33141	85859	(a7)	58429

SECTION B						
1 PAYMENTS						
2 Circuit Assessment or Share		31818		31818		31818
3 Donations		2000		2000		1800
4 Repairs and Maintenance		5654		5654		4350
5 Utilities (Insurances, water charges, heating & lighting)		7225		7225		5112
6						
7 Other payments		1797	7520	9317		1690
8 TOTAL PAYMENTS		48494	7520	56014	(b9)	44770

SECTION C						
1 NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	4224	25621	29805		13659
2 Total funds brought forward from last year		41443	23577	65060	(c6)	51401
3 Sub total	(c1+c2)	45667	25621	94865		65060
4 Transfers and adjustments	FROM GEN TO ROOF	(7500)	—	(7500)	(c7)	—
5 TOTAL FUNDS AT END OF YEAR	(c3+c4)	38167	49198	87365	(c8)	65060 (c6)

SECTION D				
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS				
1 (these amounts are not to be included in total receipts/payments figures above)		£		£
1 Balance brought forward from last year		41		179
2 Offerings/Gifts - received for external organisations		651		241
3 Offerings/Gifts - passed to external organisations		41		379
4 BALANCE STILL TO BE PAID	(d1+d2-d3)	650		41

BROOKSIDE Church

ARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

CTION E **Please follow the Guidance Notes to complete this page**

Summary of the Church accounts for the year ended 31 August 2022 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

	INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances		Closing balances	
1	BROOKSIDE PRE-SCH	99386	100785	(1399)	—	52127		50728	
2	TUESDAY FELLOWSHIP	354	166	187		136		323	
3	BOYS BRIGADE	1123	1148	(25)		719		694	
4	MENS CLUB	195	220	(24)		24		NIL	
5									
6									
7									
8	Sub- total of Internal Organisations funds	101058	102319	(1261)		53006	(e11)	51745	(e12)
9	**Church accounts (totals brought forward from page 2 - totals column)**	85859 (a7)	63574 (b9)	22285	(c7)	65060	(c6)	88015	(c8)
10	**TOTAL CASH FUNDS HELD BY CHURCH**			~~21650~~		118066	(x)	139760	(y)
	Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS	21084					

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2022

		OPENING BALANCES		CLOSING BALANCES	
f1	Cash in hand	16		16	
f2	Bank Current Account	36962		56342	
f3	Bank Deposit Account	28082		31657	
f4	Central Finance Board				
f5	Trustees for Methodist Church Purposes				
f6	Other funds				
f7	**SUB TOTAL - Church accounts**	65060	(c6)	88015	(c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	53006	(e11)	51745	(e12)
f9	**TOTAL CASH FUNDS HELD BY CHURCH**	118,066	(x)	139,760	(y)

Section G

OTHER ASSETS and LIABILITIES

		1 September 2021	31 August 2022
g1	Investments (include Endowments)		
g2	Land & Buildings (see notes re Insurance value)		
g3	Other Assets		
g4	Loan(s) - show amount outstanding at year end		
g5	Other Liabilities		

f4 Include only Funds held at the Central Finance Board
f5 Include only Funds held at Trustees for Methodist Church Purposes
g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5

ne of Church ..... BROOKSIDE CHURCH ..... No. ~~25~~ 1142796

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2022 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer ..... Date 11th October 2022

Name and address of treasurer ..... GEORGE BARBER, 21 GILDALE,

WERRINGTON, PETERBOROUGH ..... Post Code PE4 6QY

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2022 were/will be* presented to the meeting of the Church trustees held on 12th October 2022

Signature of the Chair of the meeting: .....

Name of the Chair of the meeting: J. TITTERTON ..... Date 12.10.2022

Independent Examiner's Report to the Trustees of the

BROOKSIDE .....Church

Charity Number 1142796

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the BROOKSIDE ..... Church for the year ended 31 August 2022 set out on pages 1. to 3. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

ne of Church ..... BROOKSIDE ..... No 1142796

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 ..... R J Bates .....

Name of independent examiner ..... Richard Bates .....

Relevant professional qualification of independent examiner ..... N/A .....

Name of firm (where appropriate) ..... N/A .....

Address ..... 62 Westwood Park Road .....

..... Peterborough ..... Post Code PE3 6JL

Date ..... 12.10.2022 .....

* delete or circle as appropriate

September 2022

ne of Church ..... BROOKSIDE ..... No 1142796

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Relevant professional qualification of independent examiner ..... N/A .....

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Address ..... 62 Westwood Park Road .....

..... Peterborough ..... Post Code PE3 6JL

Date ..... 12.10.2022 .....

* delete or circle as appropriate

September 2022

BROOKSIDE METHODIST CHURCH

England & Wales - Charity number 1142796

Accounts

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

ANNUAL REPORT
Year ended 31 August 2021

All members of the Brookside Church Council are Trustees of the Charity.

Aims and purposes

Brookside Church Council is responsible, in co-operation with the other churches of the Peterborough Circuit, for advancing the Christian faith in Peterborough City in accordance with the approved governing document issued by the Methodist Conference.

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of – (a) the Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church; (b) any charitable purpose for the time being of any Connexional, district, circuit or 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.

Objectives and Activities

Brookside Church Council is committed to the provision of regular public acts of worship open to members of the church and non-members alike; the provision of a sacred space for prayer and contemplation; the teaching of Christianity through sermons, courses and small groups; pastoral work including visiting the sick and bereaved; promotion of Christianity through the staging of events and services; the provision of youth clubs and adult groups with a Christian ethos; supporting other charities in the UK and overseas financially and with prayer.

In planning our activities for the year Brookside Church Council has considered the Commission's guidance on public benefit, including the specific guidance on charities for the advancement of religion. We aim to provide opportunities for everyone who wishes to learn about the Christian faith and to live out their faith through:

Worship and prayer, learning about the Gospel and developing faith in Jesus Christ
Provision of pastoral care for church members and non-members
Opportunities for fellowship
Mission and outreach work

To enable this work and expand our contacts with the wider community we continue to maintain and improve the fabric and facilities of the Brookside Church building.

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Achievements and Performance

Coronavirus

Our achievements and performance were affected by Coronavirus and Covid-19. We followed the Government regulations and advice from the Methodist Church. Regular safety checks were maintained throughout the periods of lock-down. Services, organisations, activities and lettings were closed. Our Pre-School reopened at the beginning of June 2020 with restricted numbers. Gamblers Anonymous was the first outside organisation to be able to hold meetings.

Worship

During the period when services could not be held in our premises, weekly Circuit online services were available on a number of platforms. Plans were made for Covid-safe services with social distancing, masks and hand-sanitising, with the kitchen being closed. These were put into place as soon as they were legal and approved by the Methodist Church.

Pastoral Care

Pastoral care of church members and contacts is undertaken by volunteers who meet regularly for mutual support. To enhance this work a member has been commissioned as Pastoral Assistant to the Minister, responding to requests for visits to the long-term sick and house-bound and to those in extra need, doing hospital visits, taking Home Communion and having a prayer ministry. Two members have been commissioned for Bereavement Support Worker and Baptism Support.

A group of experienced prayer partners are available to pray with individuals, after the morning service, in a set aside chapel area. Requests for prayer will be met by appropriate individuals or groups, or included in worship services.

During the year this ministry continued by appropriate methods of communication.

A cross was erected outside the Church to allow people to attach ribbons in remembrance of loved ones.

From March 2020 a weekly Newsletter has been circulated to members and friends.

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Mission and Outreach

Pre-School

Brookside Church Council runs a pre-school, which is now open 30 hours weekly, 8.30am to 2.30pm, since September 2017. It is managed by a Committee of elected Church Council members and has a graduate manager and qualified staff. The pre-school has the use of the main hall, two classrooms and a large, secure outdoor space, plus toilet and kitchen facilities. During the year pre-school continued to operate in accordance with Covid-19 regulations and advice from Offsted and Peterborough City Council.

Youth work

The Boys Brigade and Youth Group meet regularly in the church building. They are managed by members of the church. Girlguiding provides Rainbows, Brownies and Guides weekly in term time. Where possible these activities continued out of doors or online.

Adults

In addition to the groups and activities described under ***Worship and Fellowship,*** the premises are regularly used by groups such as Gamblers Anonymous, art groups, a Sewing Group and music examination boards. The church is used as a Polling Station. These activities took place when possible under Covid-19 regulations.

Home and Overseas Missions and Christian Aid

These are supported by members' regular donations. An effort is made annually to raise money for Christian Aid, although the age of members has meant a reluctant abandonment of house-to-house collection. Money is raised for Action for Children particularly at Christmas time.

Winter Night Shelter

It has not been possible to host the Winter Night Shelter. A group of ladies continues to provide cakes for the homeless on a fortnightly rota.

Church Website, answerphone and email

The church website is maintained on a weekly basis. It includes information about our beliefs and history, our Sunday services, our weekly calendar, organisations and activities, and special events. It also provides a useful link for those wishing to make enquiries or bookings. Our email and answerphone are checked daily by our Bookings Secretary and passed to the appropriate person for action.

The Circuit

Two members of Brookside Church Council represent the Church at the Peterborough Circuit Meeting, which links Brookside to the wider Methodist Connexion. A Circuit Steward is appointed to Brookside Church Council.

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

PE4 Church Partnership

We are working with other churches in the PE4 area to share prayer, worship and outreach.

Brookside Church Buildings

Maintenance of the substantial premises is the responsibility of a Property Committee of the Church Council. We are indebted to a small team of volunteers who undertake maintenance jobs to the building and outdoor space.

Fire and Safety checks have been undertaken during the year and action required has been carried out. For security it is necessary to keep the premises locked even while in use (except during Sunday worship), but a bell is provided to give access. Times of our activities are advertised. When the building is not in use a locked barrier to the car park is used as an additional security measure. Users of the building are provided with keys to the main doors and the barrier and are responsible for securing the building when they leave.

We are currently employing a local company to provide cleaning services

Damage to the flat roof of the building has caused ingress of water from time to time. Temporary repairs have been carried out, but arrangements for a permanent solution are underway.

Risks

Risks are discussed by Brookside Church Council. Professional advice is taken as required. Progress is regularly reviewed.

The Church Council has a Child and Vulnerable Adult Safeguarding Policy, and a training schedule is in place. DBS checks are carried out as required. This work is co-ordinated by a Safe-Guarding Officer.

These accounts are for the period 1st September 2020 to 31st August 2021.

Financial Review

Income

Income for this period amounted to £54918.97. Included in this year's figure is a donation of £15000.00. If we take this figure out of our calculation's we are looking at an income of £39,918.97 for the year. Income for the year ended 31st August 2020 amounted to £43,397.12 and for year ended 31st August 2019 the income figure was £55611.28. The reasons behind the reduction in income for this year are £1000 reduction in Gift Aid received, £2800 reduction in letting out premises and no fund raising over the last 12 months. In the 2020

figures there is an amount included of £935.10 for the Christmas Fair held in 2019. Offertory received over the last 12 months is slightly up on year ended 2020 figures but is almost £3000 down on pre pandemic figures. Offertory for year ended 2021 amounted to £20,983.88 against 2019 figure of £23,756.60. We continued to receive a donation from pre-school for both 2020 & 2021 of £9000.00.

Expenditure

Expenditure for this period amounted to £43741.84. Expenditure for the year ended 31st August 2020 amounted to £45776.19 once we have stripped out the £6000.00 transfer from the General Fund Account to the Church Roof Fund. Expenditure for the year ended 31st August 2019 amounted to £53,032.47. Major items of expenditure period have been Circuit Contribution, £31818.12, Gas/Electricity £1921.00 and Property £4350.76.

Church Funds

HSBC Current Account	£39,962.11
CFB Deposit Account	£28,082.54
Cash	£16.18
Total	**£65,060.83**

Breakdown of Church Funds

General Fund £42,443.34, Caring £41.87, Benevolent Fund £426.01, Reserve & Property £6123.30, Youth Club (including Unite) £1389.68, Night Shelter £1131.44, Church Roof Fund £14505.19. This compares to total church funds as at 31st August 2019 of £48,342.89.

Charitable Work

We are committed to maintaining our payment to the Connexional Fund at £1800.00 and the payment for this year in included in the above figures. We still hold a figure of £1131.44 on our restricted funds for the Winter Night Shelter and a decision will need to be taken soon as to where we send these funds given that the shelter is unlikely to restart soon.

Church Roof Fund

As at the 31st August 2021 the amount raised stands at £14505.19. This follows a transfer from our General Fund Account of £6000.00 during the year. Following a Joint Meeting of the Finance and Property Committee on the 19th August 2021 it was proposed that £6000.00 of the £6123.30 held in our Reserve and Property Fund should also be transferred to the Church Roof Fund increasing the balance to £20,505.19. This has now been agreed by the finance committee and now needs to be confirmed by church council. Of the £14505.19 raised so far, £6000.00 has been transferred from The General Fund Account, £3000.00 from an individual, £650.00 from Brookside Pre-School, £380.00 from Summer Strings Concert, £220.00 from Silver Band Concert and the remaining £3,355.19 from smaller individual donations from within the church including Joy from Dogsthorpe, donations from groups within the church, retiring collections following funerals and other fund raising events.
With a total cost quoted of £60,000.00 including VAT it is hoped that the remaining funds will be raised via applications to District £10,000.00, Circuit £5,000.00, Mick George £20,000.00 and the remaining £4500.00 to be raised by church members fundraising efforts. If we are unsuccessful with any of our requests it may be necessary for us to consider approaching the Methodist Chapel Aid for a loan if we are to commence work in July 2022 as hoped. Trustees are reminded that they are liable should we be unable to repay this loan.

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Summary

Whilst on the face of it the church finances appear stable there are many areas for concern that we need to be aware off.

a) Continued reduction in the amount received via the offertory, especially as nearly 50% of the amount received comes from eight elderly members of the congregation.
b) The reliance on the £9,000 donation we receive from pre-school each year which is to be increased to £9,600 for this year, not only in cash terms but the increasing difficulty in getting people to join the Pre-School Committee.
c) The amount of time and effort that goes into ensuring that the letting of our property runs smoothly.
d) Future demands on our funds from property related issues and possible call to help with shortfall in Ministers Pension Shortfall.
e) Possible unforeseen expenditure on church roof.

George Barber
Church Treasurer

Pre-school finances (consolidated with the Church Accounts)

In 2019/20 our income exceeded our expenditure by £2,117.54. Funds held at 31 August 2020 were £52,127.85.

We pay permanent staff, as required by the Methodist Church, at the level set by the Living Wage Foundation, reviewed each January. Our Pension Fund commenced on 1 January 2017.

Anne Yeoman, Chair Pre-School Management Committee.

BROOKSIDE METHODIST CHURCH
Registered Charity Number: 1147796

RESERVES POLICY

Report on behalf of	Brookside Methodist Church
To	Circuit Meeting

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charities SORP.

(I) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money

(ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

(v) Our Report is attached overleaf

1. General Funds held Y/E 31.8.21	**65,060**

2. **Restricted** Funds held Y/E 31/8/21	**53,081**

3. **Endowment** Funds held "	**£0**

4.. Reserves policy for General Funds

It is the policy of the Church to hold in the General Fund the equivalent of at least four months running costs. This equates to about £18,000.

The General Fund is non-allocated money for the day to day running of the church. The Fund is supported by regular lettings and donations amounting to about £28,000 last year.

5. **Policy for Restricted Funds**

In the Church's Restricted Funds, £53,081 is held by Internal Organisations and £52,127 of this is in the Pre-school account. The remaining restricted funds of £954 are made up from Tuesday Fellowship, Boys Brigade, Craft and Chat and Men's Club.

6. **Terms relating to Endowment Funds held**

This Reserves Policy has been approved by Brookside Methodist Church Council

(*Church Council☐/Circuit Meeting☐/District☐)

Treasurer George Barber

Trustee

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Structure, governance and management

The governing documents are the Deed of Union 1932 and the Methodist Church Act 1976.

The charity is constituted as a Trust. It is a Charity required to be registered with the Charity Commissioner. Registered Charity Number 1147796.

Trustees (all members of the Church Council) are Ex Officio, elected by Church members, or appointed by the Church Council.

Brookside Church Council for the year covered by this Report consisted of the Ministers, Treasurer and Secretary appointed by the Council, 4 elected stewards, 6 elected general representatives, 11 members appointed by the Church Council and one representative from Peterborough Circuit Meeting.

A range of guidance is provided by the Methodist Conference. The leaflet "The Role of a Trustee" is given to each Trustee.

The Church Council members are responsible for making decisions on all administrative and financial matters relating to the Church premises and work. The full Church Council met 3 times during the year with an average attendance of 18.

Brookside has a number of committees dealing with particular aspects of the church's work.
These are Pastoral, Family, Finance, Property, Worship, Pre-School, Youth Club and Events.
These are all responsible to the Brookside Church Council and report regularly to the full Church Council, where matters are discussed and approved as appropriate. Between meetings the Minister and the Stewards have the authority to make urgent decisions when necessary.

Following the advice of the legal department of the Methodist Church we are complying with the Data Protection Act 2018.

The main part of our church activities is undertaken by lay persons (volunteers).

Administrative information

Brookside Church is in Gunthorpe Road, Peterborough. It is part of the Peterborough Circuit and accountable to the Methodist Conference.

The correspondence address is: Brookside Methodist Church, Gunthorpe Road, Peterborough, PE4 7TG.
The Church telephone message service is: 01733 328192
The email address is: contactbrookside@gmail.com
The website address is: www.brooksidemc.org.uk

BROOKSIDE METHODIST CHURCH

Registered Charity Number: 1147796

Trustees (Church Council members) serving at the date of this report are:

Rev Langley Mackrell-Hey (Circuit Minister)
Rev Vivienne Smith (Minister and Chair)
Mr David Whiting (Steward)
Mr George Barber (Treasurer and Steward)
(Steward)
Mrs Cathy Ruffles (Steward)
Mrs Elizabeth Thompson
Mr Anthony Storey (Property Steward)
Mrs Sue Holmes
Mrs Chris Bowra
Mr Pete Grice
Mrs Sue Grice
Mrs Lynn Gurney
Mrs Chris Hardman
Mrs Claire Holden
Mrs Sue Keeney
Mr Alan Newcombe
Mrs Maureen Newcombe
Mrs Valerie Ostler
Miss Joanna Parkin
Mr Alan Southcott
Mrs Liz Storey
Mr Simon Thompson
Rev Graham Tooth
Mrs Madeleine Whiting
Mrs Anne Yeoman

Other Trustees who served during the year were:

Mrs Janet Murphy
Mrs Ann Tooth

Approved by the Stewards on behalf of Brookside Church Council on 28 March 2022
and signed on their behalf by:

Rev Vivienne Smith (Chair)

Christine Hardman (acting Church Secretary)

THE METHODIST CHURCH

STANDARD FORM OF ACCOUNTS

[illegible]	**Church**

FOR THE YEAR ENDED

31 August 2021

[illegible] **Circuit**	**Circuit no**	[illegible]

Registered Charity - Charity Registration number	[illegible]
If not a registered charity **Her Majesty's Revenue and Customs Gift Aid number**	

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

Minister:

[illegible]

Church Stewards:

[illegible]
[illegible]
[illegible]
[illegible]

Treasurer:

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021 [redacted] **Church**

	SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
			£	£	£		£
a1	**RECEIPTS**	**Note**					
a2	Offerings and Tax recovered		25454		25460		21232
a3	Bank and CFB interest and Investment income						
a4	Lettings		4600		4600		6633
a5	Other receipts		25454	3511	28965		17410
a6	**TOTAL RECEIPTS**		54918	3511	58429	(a7)	50475
	SECTION B						
b1	**PAYMENTS**						
b2	Circuit Assessment or Share		31818		31818		31833
b3	Donations		1800		1800		1824
b4	Repairs and Maintenance		4350		4350		4104
b5	Utilities (Insurances, water charges, heating & lighting)		5112		5112		6502
b6							
b7	Other payments		661	1029	1690		3177
b8	**TOTAL PAYMENTS**		45741	1029	44770	(b9)	47486
	SECTION C						
c1	**NET RECEIPTS/PAYMENTS FOR THE YEAR**	(a6-b8)	11177	2482	13659		3059
c2	Total funds brought forward from last year		30266	21135	51401	(c6)	48342
c3	**Sub total**	(c1+c2)	41443	23617	65060		51401
c4	Transfers and adjustments		–	–	–	(c7)	–
c5	**TOTAL FUNDS AT END OF YEAR**	(c3+c4)	41443	23617	65060	(c8)	51401 (c6)

	SECTION D		
	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS		
d	**(these amounts are not to be included in total receipts/payments figures above)**	£	£
d1	Balance brought forward from last year	179	598
d2	Offerings/Gifts - received for external organisations	241	371
d3	Offerings/Gifts - passed to external organisations	379	790
d4	**BALANCE STILL TO BE PAID** (d1+d2-d3)	41	179

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

SECTION E — **Please follow the Guidance Notes to complete this page**

Summary of the Church accounts for the year ended 31 August 2021 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

	INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances		Closing balances	
1									
2									
3									
4									
5									
6									
7									
8	Sub total of Internal Organisations funds						(e11)		(e12)
9	**Church accounts (totals brought forward from page 2 - totals column)**	58439 (a7)	44770 (b9)	13659		57[illegible] (c6)		6[illegible] (c8)	
10	**TOTAL CASH FUNDS HELD BY CHURCH**	[illegible]	[illegible]	[illegible]		[illegible] (x)		[illegible] (y)	
	Continue on a separate sheet if necessary and bring the totals forward	**TOTAL RECEIPTS**	**TOTAL PAYMENTS**						

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

	CHURCH - CASH FUNDS HELD at 31 August 2021	OPENING BALANCES		CLOSING BALANCES	
1	Cash in hand				
2	Bank Current Account				
3	Bank Deposit Account				
4	Central Finance Board				
5	Trustees for Methodist Church Purposes				
6	Other funds				
7	**SUB TOTAL - Church accounts**	[illegible]	(c6)	[illegible]	(c8)
8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	51[illegible]	(e11)	[illegible]	(e12)
9	**TOTAL CASH FUNDS HELD BY CHURCH**	[illegible]	(x)	[illegible]	(y)

SECTION G

OTHER ASSETS and LIABILITIES

		At 1 September 2020	At 31 August 2021
1	Investments (include Endowments)		
2	Land & Buildings (see notes re Insurance value)		
3	Other Assets		
4	Loan(s) - show amount outstanding at year end		
5	Other Liabilities		

f4 Include only Funds held at the Central Finance Board
f5 Include only Funds held at Trustees for Methodist Church Purposes
g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2021 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer ..... Date.....

Name and address of treasurer .....

..... Post Code.....

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2021 were/will be* presented to the meeting of the Church trustees held on .....

Signature of the Chair of the meeting: ..... V. G. Smith .....

Name of the Chair of the meeting: ..... VIVIENNE SMITH ..... Date ..... 1 : 11 : 21

Independent Examiner's Report to the Trustees of the

.....Church

Charity Number .....

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the ..... Church for the year ended 31 August 2021 set out on pages .. to .. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

Name of Church ..... BROCKSIDE CHURCH ..... No .....

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

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 ..... R J Bates .....

Name of independent examiner ..... Richard Bates. .....

Relevant professional qualification of independent examiner ..... — .....

Name of firm (where appropriate) ..... — .....

Address ..... 62 Westwood Park Road .....

..... Peterborough ..... Post Code PE3 6JL

Date ..... 29.10.21 .....

* delete or circle as appropriate

Name of Church ..... BROOKSIDE CHURCH ..... No .....

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

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 ..... R J. Bates .....

Name of independent examiner ..... Richard Bates. .....

Relevant professional qualification of independent examiner ..... — .....

Name of firm (where appropriate) ..... — .....

Address ..... 62 Westwood Park Road .....

..... Peterborough ..... Post Code PE3 6JL.

Date ..... 29.10.21 .....

* delete or circle as appropriate