



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.



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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.



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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.



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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



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

8. <u>BROOKSIDE METHODIST</u>	Church
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FOR THE YEAR ENDED

31 August 2025

<u>PETERBOROUGH</u>	Circuit	Circuit no.	<u>2321</u>
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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:

<u>REVEREND COLIN SHERWOOD</u>

Church Stewards:

<u>SUE GRICE</u>
<u>DAVID WHITING</u>
<u>JOSH MIRANDA</u>
<u>GEORGE BARBER</u>

Treasurer:

<u>GEORGE BARBER</u>

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	52620
c4	Transfers and adjustments		/ /	/ (c7)	-
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	52688 1950	54638 (c8)	52620 (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	102	668
d2	Offerings/Gifts - received for external organisations	790	442
d3	Offerings/Gifts - passed to external organisations	503	1009
d4	BALANCE STILL TO BE PAID	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 MEN'S						
BOYS BRIGADE	2065.25	1721.69	343.56		701.45	1045.01
TUESDAY FELLOWSHIP						
PRE-SCHOOL	571149.06	92380.66	(348814.0)		43955.88	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)

1142796

Name of Church BROOKSIDE METHODIST No. 2721

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 [Signature] 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 [Signature]
 Name of the Chair of the meeting COL. SHERWOOD 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 2331**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 BatesName 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 6JLDate 10/10/2025

* delete or circle as appropriate

**CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS**

**THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS**

8. BROOKSIDE METHODIST	Church
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FOR THE YEAR ENDED

31 August 2025

PETERBOROUGH	Circuit	Circuit no.	2321
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Registered Charity - Charity Registration number

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If not a registered charity His Majesty's Revenue and
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(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)

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REVEREND COLIN SHERWOOD

Church Stewards:

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Treasurer:

GEORGE BARBER

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2025

BROOKSIDE

Church

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c2	Total funds brought forward from last year		46448	6173	52621 (c6)
c3	Sub total	(c1+c2)	52688	1950	54638
c4	Transfers and adjustments		/	/	/ (c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	52688	1950	54638 (c8)
					52620 (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	102	668
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BROOKSIDE METHODIST

Church

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TOTAL CASH FUNDS HELD BY CHURCH					(x)	(y)
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- 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 BatesName 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 6JLDate 10/10/2025

* delete or circle as appropriate