

**Sprowston Methodist Church
Wroxham Road, Norwich**

**Report of the Trustees
For the year ending 31 August 2024**

The Trustees present their annual report for the year ending 31 August 2024

REFERENCE AND ADMINISTRATIVE DETAILS

**Registered Charity Number
1144417**

Principle address

Sprowston Methodist Church
Cozens Hardy Road
Sprowston
Norwich
NR7 8AD

The Church Council is constituted in accordance with the Standing Orders of the Methodist Church, and officers are appointed by the members of the Church at its Annual General Meeting.

TRUSTEES

Name	Role	Date appointed	Additional Roles	Date appointed
Jacky Lawrence	Church rep	01/05/2018		
Sarah Muscroft	Church rep	01/05/2018	Steward	21/09/2022
Jessica Parrott	Church rep	01/06/2020		
Ben Lawrence	Church rep	16/06/2021		
Beverley Townsend	Church rep	21/09/2022		
Jane Lovett	Church rep	21/09/2022	Pastoral Secretary	01/04/2017
Grace Muscroft	Church Youth rep	01/05/2018		
Paul Lawrence	Lay Preacher	2003		
Paula Callam	Minute Secretary	01/04/2016	Safeguarding, Steward GDPR	01/04/2016 21/05/2019 07/03/2023
David Read	Health & Safety	21/09/2022		
David Hood	Property	01/03/2018	Steward	01/05/2014
Judy Read	Steward	21/09/2022		
Pauline Butler	Steward	21/05/2019		
Martin Callam	Steward	01/05/2015		
Gillian Horth	Steward	01/05/2015		
Martin Horth	Steward	01/05/2016		
Kathryn Hughes	Steward	01/05/2018		
Andy Burrows	Superintendent / Minister	01/09/2020		
Marilyn Hood	Treasurer	01/05/2014	Steward	01/05/2014
Ruth Burrows	Lay Worker	24/02/2021		
Kai Chiu Liu.	Circuit rep	26/05/2024		

One circuit steward appointed by the circuit stewards:

John Walters till April, then Kai Chiu Liu was appointed on 26/05/2024.

Independent Examiner

Mr Eric Steward
70A Aylsham Road
Norwich
Norfolk
NR3 2HE

Bankers

Barclays Bank
St Stephens Branch
5-7 Red Lion Street
NORWICH
NR1 3QH

STRUCTURE, GOVERNANCE AND MANAGEMENT**Governing document**

The charity is controlled by its governing document, a Deed of Union (1932) and The Methodist Church Act (1976). It constitutes an unincorporated charity.

Related parties

The Church is a constituent member of the Norwich Circuit of the Methodist Church.

Risk assessment.

The premises are properly insured, and Health and Safety reviews take place annually with Fire Evacuation Practices held from time to time. A risk register is maintained to safeguard the Church's assets and future work and the Disclosure and Barring Service is consulted as appropriate. All trustees and others working with children, young people and vulnerable adults are required to attend a safeguarding CSS Foundation module training course. An asset register is maintained by the Treasurer.

OBJECTIVES AND ACTIVITIES**Objectives and aims.**

We are a medium sized and diverse church set on the outskirts of Norwich, England. We believe that all disciples of Jesus are called to be faithful and fruitful in their lives and this must be outworked not only in terms of worship, fellowship and care, but also in terms of mission, through using God's gifts.

The church sees its mission in terms of developing a process of disciple-making that will incorporate *not-yet-believers* and encourages Christian maturity in mission among all its members – by serving and witnessing – in the power of the Spirit.

ACHIEVEMENT AND PERFORMANCE

The Church has continued its on-going programme of Christian work and care.

Our Junior Church has focused on the younger people within our church and neighbourhood. Messy Church has focused on young people and families in the area. Our Cameo group, Craft group, Men's Breakfast and the Wellbeing Café have welcomed new-comers and others not usually involved in the normal Sunday activities of the church. Veg bank has supported the local community with bags of free vegetables available to any callers. Our Community Garden has proved to be a popular spot for relaxing in and produce grown is available to all.

Special events are held occasionally, and an open Community Fun Day held each summer.

Our building is also widely used by other organisations in the local community.

FINANCIAL REVIEW

The accounts show that the on-going costs of administration of the Church were covered by income.

Reserves Policy

Funds are held in accordance with the Church's Reserves Policy and are believed to be adequate for the declared aims and objectives of the Church and necessary maintenance of the building.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provision of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charity SORP.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulation 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE CHURCH COUNCIL:

Paula Callam: Secretary

Date: February 2025

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Sprowston	Church
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FOR THE YEAR ENDED

31 August 2024

Norwich	Circuit	Circuit no	14/1
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Registered Charity - Charity Registration number

1144417

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 A Burrows

Church Stewards:

Mrs Judy Read - Senior Steward	Mrs Sarah Muscroft
Mrs Marilyn Hood	Mr David Hood
Ms Pauline Butler	Mrs Kathryn Hughes
Mr Martin Horth	Mrs Gillian Horth
Mrs Paula Callam	Mr Martin Callam

Treasurer:

Mrs Marilyn Hood

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024	Sprowston Methodist			Church
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			Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
SECTION A						
a1	RECEIPTS	Note	£	£	£	£
a2	Offerings and Tax recovered		68,544	181	68,725	66,824
a3	Bank and CFB interest and Investment income		1,193	2,746	3,939	2,898
a4	Lettings		26,794	0	26,794	18,373
a5	Other receipts		1,679	33,560	35,238	8,062
a6	TOTAL RECEIPTS		98,209	36,486	134,695 (a7)	96,157

SECTION B						
b1	PAYMENTS					
b2	Circuit Assessment or Share		59,400	0	59,400	59,400
b3	Donations		898	6,428	7,326	3,539
b4	Repairs and Maintenance		14,527	22,971	37,499	12,013
b5	Utilities (Insurances, water charges, heating & lighting)		14,413	0	14,413	8,342
b6	Other payments		5,951	34,054	40,005	12,945
b7	TOTAL PAYMENTS		95,189	63,453	158,642 (b9)	96,240

SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR		3,020	(26,967)	(23,947)	-83
c2	Total funds brought forward from last year		62,786	24,701	87,487 (c6)	87,570
c3	Sub total	(c1+c2)	65,806	(2,267)	63,540	87,487
c4	Transfers and adjustments				0 (c7)	0
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	65,806	(2,267)	63,540 (c8)	87,487 (c6)

SECTION D						
d	FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS					
	(these amounts are not to be included in total)					
d1	Balance brought forward from last year				300	660
d2	Offerings/Gifts - received for external organisations				2,079	4,042
d3	Offerings/Gifts - passed to external organisations				2,377	4,402
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)			2	300

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

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.

SECTION E

Please follow the Guidance Notes to complete this page

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1 CAMEO	1,787	1,938	(51)		548	497
e2 Sunday Fellowship lunch	2,408	2,473	(65)		98	33
e3 Craft Group	0	0	0		31	31
e4						
e5						
e6						
e7						
Sub total of Internal Organisations funds	4,194	4,311	(117)	0	678 (e11)	561 (e12)
Church accounts (totals brought forward from page 2 - totals column)	134,695 (a7)	158,642 (b9)	(23,947)	0 (c7)	87,487 (c6)	63,540 (c8)
e9 TOTAL CASH FUNDS HELD BY CHURCH	138,889	162,953	(24,064)	0	88,166 (x)	64,101 (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	0	0
f2 Bank Current Account	1,365	2,256
f3 Bank Deposit Account	11	11
f4 Central Finance Board Trustees for Methodist Church Purposes	28,214	17,886
	57,897	43,386
f6 Other funds		
f7 SUB TOTAL - Church accounts Organisations (the closing balance total from above)	87,487 (c6)	63,540 (c7)
f8 TOTAL CASH FUNDS HELD BY CHURCH	678 (e11)	561 (e12)
	88,165 (x)	64,101 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2023	At 1 September 2024
g1 Investments (Include Endowments)	0	0
Land & Buildings (see notes re Insurance value)	£1.895m	£2.395m
g2 Other Assets		
Loan(s) - show amount outstanding at year end	0	0
g4 Other Liabilities	0	0
	0	0

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 Sprawston Methodist No. 14/01

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 [Signature] Date 22.9.2024

Name and address of treasurer MARILYN HODD 3 GLENBURN AVENUE
NORWICH NORFOLK Post Code NR7 8DU

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 9-10-24

Signature of the Chair of the meeting [Signature]

Name of the Chair of the meeting SHARON WILLIMOTT Date 9/10/24

Independent Examiner's Report to the Trustees of the

Sprawston Methodist Church

Charity Number 1144417

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Sprawston Methodist Church for the year ended 31 August 2024 set out on pages 2 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

Name of Church Sprouston Methodist No 14/01

Independent Examiner's Statement

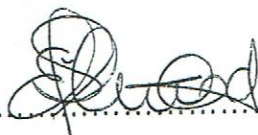
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which give me cause to believe that in, any material respect:

- 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



Name of independent examiner ERIC JAMES STEWARD

Relevant professional qualification of independent examiner

Name of firm (where appropriate)

Address 70A Aylsham Road, Norwich

Post Code NR3 2HE

Date 1st October 2024

* delete or circle as appropriate

**CHURCH
RECEIPTS AND PAYMENTS
ACCOUNTS**

**THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS**

Sprowston	Church
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FOR THE YEAR ENDED

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Signature of independent examiner 

Name of independent examiner ERIC JAMES STEWARD

Relevant professional qualification of independent examiner

Name of firm (where appropriate)

Address 70A Aylsham Road, Norwich

Post Code NR3 2HE

Date 1st October 2024

* delete or circle as appropriate