

GILLINGHAM METHODIST CHURCH

England & Wales · Charity number 1155212

Details

Other names Third Avenue Church and Community

Status Registered

Legal form Previously excepted

Registered 2014-01-07

Register [View on the Charity Commission register](#)

Contact

Address Gillingham Methodist Church
100 Third Avenue
Gillingham
Kent
ME7 2LU

Phone 01634570694

Website Gillinghammethodists.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 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.

Activities: Sunday and other acts of worship, including mid-week teaching servicesMeetings for prayer, fellowship, bible study and outreachAn active network of small groups catering for the diverse needs of our communityMembership of, and active engagement in, the North Kent Methodist CircuitConstructive discussion and decision-making by the Church Council

Classification

- **How:** Other Charitable Activities
- **What:** Religious Activities
- **Who:** Children/young People, The General Public/mankind

Geography

- Medway

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£96,500	£106,968	-	-
2023-08-31	£102,468	£92,933	-	-
2022-08-31	£89,682	£103,945	-	-
2021-08-31	£90,138	£100,614	-	-
2020-08-31	£91,308	£123,638	-	-

Trustees

Name	Role	Appointed
Rev Robin John Selmes	Chair	2017-09-01
Amos Doughan		2017-09-01
Bryan Keith Clarke		2017-09-01
CAROL ANN WALDOCK		2014-10-21
DIANA MARY SMITH		2013-09-01
JAMES ROBERT HANCOCK		2014-09-01
KAREN WILLING		2017-09-01
Kirstie-Louise Bottiglieri		2019-06-17
SARAH ANNE JOHNSON		2012-09-01
Sally Margaret Murphy		2014-09-01

GILLINGHAM METHODIST CHURCH

England & Wales - Charity number 1155212

Accounts

Rev Robin Selmes
GILLINGHAM METHODISTS | *Part of the North Kent Circuit*

Church Office | 100 Third Avenue | Gillingham | Kent | ME7 2LU
01634 575139 | church@gillinghammethodists.uk | www.gillinghammethodists.uk



Trustees' Report
And
Financial Statements
For the year ended
31st August 2022

Administrative Information

Minister: Rev Robin Selmes

Stewards:

Mr Paul Abel

Mr Mark Frost

Treasurer: Mrs Carol Waldock

Secretary: Allison Clarke

Contact details:

Address: Gillingham Methodist Church

100 Third Avenue

Gillingham

Kent ME7 2LU

Telephone: 01634 575139

e-mail address: church@gillinghammethodists.uk

Website: www.gillinghammethodists.uk

Banker:

CAF Bank Ltd

25, Kings Hill Ave

West Malling

Kent ME19 4JQ

External Auditor:

Keith Scudder

Trustees' Report

Governance and Management

Gillingham Methodist Church (GMC, known as Third Ave Church & Community) is governed by the Methodist Church Act 1976, the Deed of Union and the Model Trust Deeds of the Methodist Church.

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of:

- The Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church, and
- Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of the Methodist Church, and
- Any charitable purpose for the time being of any society or institution or subsidiary or ancillary to the Methodist Church

The Church is one of a group of local churches with the North Kent Methodist Circuit. Circuits combine to form about 30 districts in Great Britain. Although there is some autonomy, all Methodist organisations in Great Britain are governed by statutes determined by the Methodist Conference and which are published in the Constitution, Practice and Discipline of the Methodist Church. Both Conference and Council consists of lay and clerical members.

Organisational Structure

1. Overall control rests with the Methodist Conference
2. The Connexional Office implements decisions made by Conference and is also responsible for the stationing of Ministers in individual Circuits.
3. Connexional decisions are passed to the chair of the District and the appropriate Officers of the District for regional implementation.
4. The District pass the control down to Circuit level for local implementation by the Superintendent Minister, Ministerial Staff and Circuit stewards, and authority is delegated to the circuit meeting for certain matters.
5. The Circuit Meeting passes control down to the Church Councils for local implementation by the Minister, the Church Stewards and other officers, and authority is delegated to Church Councils acting as Managing Trustees.
6. The Methodist Connexional year runs from 1 September to 31 August.

Charity Registration

GMC was registered as a charity (number 1155212) in January 2014.

Public Benefit

The Trustees confirm that, in setting objectives and planning our activities, the Church Council Meeting has complied with the duty under the Charities Act 2011, giving careful consideration to the Charity Commissions' general guidance on public benefit.

Decision-making Process

During the year, the Church Council met four times via zoom or hybrid (zoom/face to face) to keep under review the life of the Church. The AGM was held in the heart of the Sunday service on Sunday 8th May when the life of the Church was discussed. This was a new way of holding the AGM, with the aim of allowing more of members/congregation to participate. Financial and Property reports were received and considered at each meeting.

Objectives and Activities

Our mission statement which was adopted by the Church Council in autumn 2012 is:

Sharing the love of Christ, stepping out in faith and serving our community.

Through:

Worship, discipleship and teaching- providing biblical teaching, nurturing spiritual growth and encouraging participative, expressive worship.

Reaching the community-working with and in the local community, serving others to make a real difference in Gillingham; encouraging equipping and supporting each other to exercise our faith where we live, work and relax.

Young people- building on our work with children and young people, helping them grow into confident and responsible adults and bringing more people into a relationship with God.

We seek to be:

- A church that puts prayer at the heart of everything we do
- A congregation that expects, and regularly sees, God answering prayer
- A church recognised as making a difference to the lives of the people in the local community
- A church in which everyone is actively engaged in a small group
- Confident and effective evangelists, at whatever level, bringing increasing numbers to faith in Christ.

We aim to do this through:

- Sunday and a monthly 'Prayer & Praise' service.

- Thursday prayer meeting via zoom. Several Saturday mornings when we opened the Church for prayer
- Small groups meeting during the week. Due to COVID and people moving out of the area, the number and attendance of these groups has decreased. We intend to review this and work to improve then during the next Methodist year.
- Membership of, and active engagement in, the North Kent Methodist Circuit
- Constructive discussion and decision making by the church council

Trustees

Paul Abel

John Amoah

Diana Smith

Carol Waldock

Mark Frost

James Hancock

Kirsty Bottiglieri

Karen Willing

David Ellis-Johnson

Sarah Johnson

Amos Duggan

Stephanie Smith

Sally Murphy

Albert Kwake

Allison Clarke

Brian Clarke

Lesterlyn Clarke

Review of Achievements 2021-22

Our site comprises the worship hall, community hall and two meeting rooms and footfall from the various users has continued to grow through this year as the COVID pandemic was managed differently.

The worship group began leading worship again in the church at the beginning of September 2021, after COVID restrictions were relaxed. A slightly different format of Sunday service was introduced with an appointed worship leader taking the entire service with the Minister or local preacher just bringing the message/sermon. A high percentage of members have returned to worship on a Sunday, and we have welcomed quite a few new people/families. A 'Prayer & Praise' service was introduced on the fourth Wednesday of the month beginning at 11am and ending with coffee and chat in the Foyer. This is designed as a more traditional reflective service. 'Tea at 2' was successfully reestablished on the second Wednesday of each month, proving great enjoyment for those attending.

Our relationship with our Methodist Circuit continues promoting a deeper understanding of how our church 'fits' is being gained, such that our whole church seen as part of a bigger picture. With District and Circuit assistance we have upgraded the audiovisual and wifi equipment, hoping to enable a wider audience with 'live streaming' in the near future.

Our website <https://gillinghammethodists.uk> and facebook pages/groups are updated regularly.

The building of teams has always been important, and it is known how much more can be achieved by teamwork than through individual endeavour. 'Hybrid meetings' (a mix of face to face and zoom) have continued to facilitate greater inclusion. Teams include:

- Prayer & Bible
- Mission
- Worship planning
- Youth
- Finance & Property

As confidence returns as the pandemic decreases, we continue to work on rebuilding new teams for our activities and encouraging people to step forward to help create and reshape the vision of our church and its mission.

We have several small/home groups meeting during the week. Many of these groups need to be re-established now the COVID restrictions have lifted.

Mission.

Our Charity of the Year on which we voted for during our AGM 2019 for one year, we have decided to extend this due to the pandemic so Medway Street Angels remain our Charity until 31st August, 2022. We continue to sponsor a child monthly via the Compassion organisation. Two eco minded breakfasts were held, raising money for the charity and giving an opportunity for fellowship.

Marriage and Relationship

A report on marriage and relationships, 'God in Love Unites Us', was received by the Conference in 2019 and the District Synods were asked to consider the provisional resolutions and report back to the 2021 Conference. The Conference confirmed provisional resolutions on the principles or qualities of good relating, understanding of cohabitation and same sex marriages conducted on Methodist premises or by Methodist office-holders. A vote took place in the autumn of 2021 to decide whether the people of Gillingham Methodist Church (Third Ave) wished for same sex marriages to be conducted in the Church. The vote determined that same sex marriages would not take place in the Church at this time.

Youth Ministry Report

In March, 2022 our Youth Pastor, Helen Young, resigned to take up a new post in Birmingham. A volunteer, Karen Willing, with the support of the youth team, kindly stepped into allow the youth work to continue. Bimonthly youth club for school years 7-13 continued, 3-5pm youth 'Drop-in' continued until mid June when it was deemed that due to very low numbers of attendees it would cease and a new piece of work to be developed later in the year. Youth 'Bible Study' transforming into a bimonthly 'Home Group' for 18-30 year olds.

Weekly videos designed for school age 1-6, were made and posted on the Third Ave facebook page.

The Thursday evening Circuit 'Home Group' on zoom, ceased due to lack of attendees.

The Youth Pastor post was a 5 year fixed term contract with funding pledged by Connexion, District, Circuit and Gillingham Methodist Church; with Helen Young resigning before the end of the five years, there was enough money left to employ a part time youth worker for Gillingham and the Chinese Church, based at Gillingham. The Chinese Church expressed issues with communication with a variety of languages being spoken and decided a Mandarin/Cantonese speaker would now be appropriate. We therefore moved forward with job descriptions for two part time youth workers, one for each Church (16 hours Gillingham/8 hours Chinese). These posts were advertised, interviewed and two youth workers appointed to begin in post 1st September, 2022.

Safeguarding

The church follows the Connexional policy on safeguarding as detailed in Creating Safer Space, ensuring adoption of safe practice amongst children and vulnerable adults. Safeguarding remains important and our church continues to review this area to ensure we protect individuals and trustees alike in the compliance and execution of policies.

Property and Users

Gillingham Methodist Church continues to employ a caretaker on a part time basis (24.5 hours/week). We are 'real living wage' employers so the caretaker's salary rose with the increased real living wage in January, 2022.

The Property and Finance Team led by the Rev Robin Selmes consisting of Paul Abel and Jim Hancock (Property Stewards), Carol Waldock (Treasurer), Roy Adams (caretaker) and Albert Kwakye (Bookings Manager), continues to meet quarterly using a hybrid format (zoom/face to face).

The site comprises the worship hall, community hall and two meeting rooms and footfall from the various users has grown through this year. The site is also another year older and attention has been made to make efficient use of time & financial resources by the property and finance team to ensure our buildings are fit for purpose and compliant. The Church continues to rent the Wesley Rooms at the rear of the main Church building to the Family Trust. The Main Hall and Blue Room continues to be rented by Kiddiwinks pre-school in term time. A Dance School rents the Main Hall on a Saturday morning, Monday evening and Wednesday afternoon. Girl Guiding use the halls on a Thursday evening. The Blue Room is used for hire by the NCT, NRAS, on a adhoc basis.

The wild flower garden created in 2021 was partially dug up in the summer due a major problem with the main drainage system of the Church/halls. A claim was made on the insurance, which sent their own contractor to survey and repair the damage. Unfortunately this proved not to be straight forward, so after several conversations we decided to get our own contractor, the insurance claim was paid in full and the drainage issue successfully resolved. Plans were made to re establish the wild flower garden in 2022/23.

Trustees Expenses 2021-22

None

Trustees Responsibilities

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the Church's activities during the year and its financial position at the end of the year. In preparing these financial statements the Trustees have:

- Selected suitable accounting policies and applied them consistently using the receipts and payments method
- Made judgements and estimates that are reasonable and prudent
- Followed applicable accounting standards
- Prepared the financial statements on the going concern basis

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the position of the Church and enable them to ensure that the financial statements comply with the law. They are also responsible for safeguarding the

assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees have the right to advise the Independent Examiner of any concerns; none has done so and the Church Council meeting therefore concludes that there are no issues.

Financial Review

The Church prepares payment and receipt accounts. The Church budget is prepared by anticipating the expenditure for the forthcoming year-around 50% of expenditure relates to the Circuit Assessment which is fixed some months in advance of the new year; other expenditure is generally set on a historic cost basis, using actual spend in previous years as a predictor of future needs. In this financial year we have been fortunate that organisations /users have returned to the buildings our rental income increased markedly on the previous year. Tithes and offerings remained similar to the previous year. Weekly emails have gone to Church members and adherents explaining the financial situation and encouraging them to continue their giving if at all possible .A stewardship campaign was undertaken in early spring to encourage Church members and attendees to review both their understanding and commitment to giving of time and financial resources.

A contactless card machine was installed in the Church Foyer after discussion at the Finance & Property meeting. It was decided the option of a different way of giving in the 21st Century should be trialled and has proved successful. The traditional envelope scheme started to be phased out, informing the few people who still used this scheme that an alternative would be provided should they wish to continue to use envelopes.

A complete rental review for all renters/users took place during spring and summer of 2022 with the changes effective from 1st September, 2022

The Circuit Assessment for 2021-22was £54,00 This is a far lower assessment than in previous years, due to COVID it was not possible to offer the North Kent Methodist Circuit any more.

Reserves Policy

This policy draws on the guidelines written by the Methodist Church to assist Church Councils as trustee bodies with the preparation of their reserves policy; to assist them in managing their reserves well; and to ensure that the reserves benefit the mission of the church as part of the wider Connexion.

What are Reserves?

A reserve is an amount of money that is part of a church's unrestricted funds that is freely available to the church for its general purposes once provision has been made for its other commitments. Part of a reserve may be set aside for a specific purpose, which sets out what a church intends to do with the money that it has designated for this purpose.

Why should we hold Reserves?

Having a reserves policy is necessary because it highlights good planning of resources, time management, and consideration of the impact of risks on a church's existing commitments.

The practicalities of having a reserves policy in place ensure that the unforeseen is considered as part of the trustees' mission and developmental strategy.

Legal Basis for Holding Reserves

All local Methodist churches, circuits and districts are individual charities and as such are subject to charity law. There is no specific legal rule which states what proportion of funds may or should be held as a reserve. Trustees are under a general legal duty to apply charitable funds within a reasonable time of receiving them. If reserves are held without reasonable justification the trustees may be in breach of trust.

Trustees Annual Report

The Charities SORP requires trustees to include a statement in their annual report about the charity's reserves policy, the level of reserves held and the reasons for this.

Reserves Policy Planning Process

The reserves policy should include, but is not limited to:

- 1) The reasons why the church needs reserves
- 2) The level (or range) of reserves the trustees believe the church needs
- 3) The current level of reserves held (and how this varies over the years)
- 4) The steps the church is going to take to establish or maintain reserves at the agreed level
- 5) Arrangements for monitoring and reviewing the policy.

The Charity Commission states that holding up to six months expenditure for reserves is appropriate.

Background:

The Church seeks to use its financial resources wisely and to predict future needs.

The Reserves Policy deals with:

- Our general fund, including the Reserves fund (Designated)

Other funds held which are NOT required to be included in our reserves are:

- Youth Worker fund (restricted)
- Benevolent fund, ,Special Music Fund, Foyer Fund, Messy Church Fund, Charity of the year, Baldwin Gift, Hipkiss Donation, Holiday Club Fund, Garden Fund (all Restricted)

Our Reserves

- The Church believes it should have reserves sufficient to cover two quarters Circuit Assessment (£24,000) and to cover the caretaker's salary for six months (£6,500).
- Other costs of managing and maintaining church buildings, including utility costs, were budgeted at £14,210 for 6 months. The Church deemed it essential to hold sufficient reserves to cover these costs for at least three months. This is higher than previously thought due to CCLI licence etc required to deliver Church online.
- Costs of the youth worker are managed through the youth work fund.

In 2017 Church Council agreed that £25,000 only will be held in the reserve fund to cover the costs. In November 2019, this rose by £5,000 to £30,000. At 31st August,2022,

£12,000 is held in the reserves fund. Our aim is to achieve £50,000 (6 months expenditure on 2019-20 figures). As of 31st August, 2022, £15,753 was held in the general fund,

Financial Recovery Plan

The aim of this plan is to build up the reserves fund (RF). Pre-pandemic it was set at £30,000, currently it is £12K. The reserves policy written in December 2021 and submitted to the circuit suggests the reserves fund should sit at £50,000

The ability to build up the reserves fund is dependent on the monies in the general fund (GF).

Pre-pandemic the GF averaged at £20,000, it currently ranges between £5-12 K.

Current monthly income approx £5-6,000 with monthly expenditure at £6-7000, reflecting the overall decrease in the GF over the year

The Circuit Assessment of £54,000 was paid quarterly to the Circuit from the GF: in September, December, March & June (£13,500/quarter).

Funds are to be transferred from the GF to the Reserves quarterly, after the Assessment has been paid if the GF is in excess of £25,000

Approvals

The Trustees' Report and Financial Statements were approved by the Church Council meeting, held on

Rev Robin Selmes

Carol Waldock

Minister

Treasurer

GILLINGHAM METHODIST CHURCH

England & Wales - Charity number 1155212

Accounts

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

Gillingham Methodist Church

Church

FOR THE YEAR ENDED

31 August 2022

North Kent Methodist

Circuit

Circuit no.

36/21

Registered Charity - Charity Registration number

1155212

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 Robin Selmes

Church Stewards:

Mr Paul Abel

Mr Mark Frost

Treasurer:

Mrs Carol Waldock

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	42,217	553	42,770	45,589
a3	Bank and CFB interest and Investment income	80		80	45
a4	Lettings	34,433		34,433	28,807
a5	Other receipts	9,550	2,849	12,399	11,454
a6	TOTAL RECEIPTS	86,280	3,402	89,682 (a7)	85,895

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share		54,000	54,000	54,280
b3	Donations		336	7,138	7,116
b4	Repairs and Maintenance		4,268	4,603	5,437
b5	Utilities (Insurances, water charges, heating & lighting)		20,700	20,700	12,787
b6					
b7	Other payments		17,208	17,504	16,557
b8	TOTAL PAYMENTS		96,512	103,945 (b9)	96,177

SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(10,232)	(4,031)	(14,263)	(10,282)
c2	Total funds brought forward from last year		40,647	19,778	60,425 (c6)	70,707
c3	Sub total	(c1+c2)	30,415	15,747	46,162	60,425
c4	Transfers and adjustments		(6)	6		(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	30,409	15,753	46,162 (c8)	60,425 (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		
d2	Offerings/Gifts - received for external organisations		737
d3	Offerings/Gifts - passed to external organisations		737
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)	

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 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
e1 St Pauls Drama Group	3,754	2,137	1,617		8,140	9,757
e2 St Pauls Drama Group (Junior section)	1,194	664	530		1,653	2,183
e3 Blue Skies Kids Club (Closed during 2021/22)		224	(224)		224	
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds	4,948	3,025	1,923		10,017 (e11)	11,940 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	89,682 (a7)	103,945 (b9)	(14,263)	(c7)	60,425 (c6)	46,162 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	94,630	106,970	(12,340)		70,442 (x)	58,102 (y)
	TOTAL RECEIPTS	TOTAL PAYMENTS				

Continue on a separate sheet if necessary and bring the totals forward

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2022

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	31,126	30,785
f3 Bank Deposit Account		
f4 Central Finance Board	29,299	15,377
f5 Trustees for Methodist Church Purposes		
f6 Other funds		
f7 SUB TOTAL - Church accounts	60,425 (c6)	46,162 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	10,017 (e11)	11,940 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	70,442 (x)	58,102 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2021	At 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)

Name of ChurchGillingham Methodist Church

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.....

Name and address of treasurer Carol Waldock

22 Glebe Road, Gillingham, Kent ME7 2HU

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

Signature of the Chair of the meeting

Name of the Chair of the meeting Date

Independent Examiner's Report to the Trustees of the

Gillingham Methodist Church

Charity Number 1155212

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Gillingham Methodist Church for the year ended 31 August 2022. 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.

Name of ChurchGillingham Methodist Church


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 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 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 Keith Scudder

Relevant professional qualification of independent examiner ICB

Address 42 Frobisher Way, Gravesend, Kent DA12 4RA

Date 18/11/2021.....

GILLINGHAM METHODIST CHURCH

England & Wales - Charity number 1155212

Accounts

Rev Robin Selmes
GILLINGHAM METHODISTS | *Part of the North Kent Circuit*

Church Office | 100 Third Avenue | Gillingham | Kent | ME7 2LU
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Trustees' Report
And
Financial Statements
For the year ended
31st August 2021

Administrative Information

Minister: Rev Robin Selmes

Stewards:

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Mr Mark Frost

Treasurer: Mrs Carol Waldock

Secretary: Allison Clarke

Contact details:

Address: Gillingham Methodist Church

100 Third Avenue

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5. The Circuit Meeting passes control down to the Church Councils for local implementation by the Minister, the Church Stewards and other officers, and authority is delegated to Church Councils acting as Managing Trustees.
6. The Methodist Connexional year runs from 1 September to 31 August.

Charity Registration

GMC was registered as a charity (number 1155212) in January 2014.

Public Benefit

The Trustees confirm that, in setting objectives and planning our activities, the Church Council Meeting has complied with the duty under the Charities Act 2011, giving careful consideration to the Charity Commissions' general guidance on public benefit.

Decision-making Process

During the year, the Church Council met three times via zoom to keep under review the life of the Church. Financial and Property reports were received and considered at each meeting.

Objectives and Activities

Our mission statement which was adopted by the Church Council in autumn 2012 is:

Sharing the love of Christ, stepping out in faith and serving our community.

Through:

Worship, discipleship and teaching- providing biblical teaching, nurturing spiritual growth and encouraging participative, expressive worship.

Reaching the community-working with and in the local community, serving others to make a real difference in Gillingham; encouraging equipping and supporting each other to exercise our faith where we live, work and relax.

Young people- building on our work with children and young people, helping them grow into confident and responsible adults and bringing more people into a relationship with God.

We seek to be:

- A church that puts prayer at the heart of everything we do
- A congregation that expects, and regularly sees, God answering prayer
- A church recognised as making a difference to the lives of the people in the local community
- A church in which everyone is actively engaged in a small group
- Confident and effective evangelists, at whatever level, bringing increasing numbers to faith in Christ.

We aim to do this through:

- Sunday and other acts of worship, including mid week teaching services
- Meetings for prayer, fellowship, bible study and outreach
- An active network of small groups catering for the diverse needs of our community
- Membership of, and active engagement in, the North Kent Methodist Circuit
- Constructive discussion and decision making by the church council

Trustees

Robin Selmes
Paul Abel
Mark Frost
Carol Waldoock
Helen Young
Steph Smith
Jim Hancock
Kirsty Bottiglieri
John Amoah
Bryan Clarke
Lesterlyn Clarke
Karen Willing
Amos Dougan
Earnest Forsom
David Ellis-
Johnson
Sarah Johnson
Albert Kwakye
Sally Murphy
Diana Smith

Review of Achievements 2020-21

Our site comprises the worship hall, community hall and two meeting rooms and footfall from the various users has grown through this year. Due to limited finances during the COVID 19 pandemic only essential maintenance took place, however our caretaker was able to freshen up most spaces uses paint previously purchased. The refurbishment of the Church Foyer is now complete and ready to be used by rental/Church groups when government regulations to manage the current COVID19 pandemic have been relaxed.

The Church reopened for worship on Easter Sunday and then weekly from Pentacostal Sunday on May 23rd. Risk assessments took place, as required by the Methodist Church, and a cleaning regime put in place as an adjunct to that normally undertaken by the caretaker. The Chinese Church (who use the building after the Third Ave congregation) were responsible for their own risk assessments and cleaning regime. To comply with government guidelines face coverings were worn by all and the Church set up so that social distancing could take place with ease. Recorded music was used and no singing took place.

The worship group have continued to record their singing and playing remotely, using the skills and talents of our group (and learnt new ones) to produce worship songs and videos to

date, as well as planning and producing several complete Worship Services, for the use of not only Third Avenue but also the Circuit, to live stream and utilise during and after the pandemic. Although the group obviously miss singing and playing together, we realise this is a valuable resource that reaches way beyond our church building. The group will begin to lead worship again in the church at the beginning of September 2021.

Our relationship with our Methodist Circuit continues promoting a deeper understanding of how our church 'fits' is being gained, such that our whole church seen as part of a bigger picture. The pandemic has invited us to view Church differently and the live streamed services on a Sunday morning available to the whole Circuit and taken by the Circuit Ministers in turn has certainly given a feel of inclusion within the Circuit, and also inclusion of those who may not normally be able to attend a church building on a Sunday morning. As part of an ongoing commitment to continue online worship, in conjunction with the circuit, we aim is to start a live stream from the Church on a Sunday to allow greater inclusion.

Our website <https://gillinghammethodists.uk> and facebook pages/groups are updated regularly.

We intend to continue with 'hybrid meetings' (a mix of face to face and zoom) to facilitate greater inclusion.

The building of teams has always been important, and it is known how much more can be achieved by teamwork than through individual endeavour.

As confidence returns as the pandemic decreases, we are working on rebuilding new teams for our activities and encouraging people to step forward to help create and reshape the vision of our church and its mission.

In June, Allison Clarke was appointed as church secretary.

Mission.

Our Charity of the Year on which we voted for during our AGM 2019 for one year, we have decided to extend this to three years due to the pandemic so Medway Street Angels remain our Charity. We continue to sponsor a child monthly via the Compassion organisation

Marriage and Relationship

A report on marriage and relationships, 'God in Love Unites Us', was received by the Conference in 2019 and the District Synods were asked to consider the provisional resolutions and report back to the 2021 Conference. The Conference received a report on the results of the Synod votes (which showed that 29 out of the 30 Synods confirmed support for the provisional resolutions) and on the range of views expressed in the Synods and by ecumenical and overseas partners. The Conference confirmed provisional resolutions on the principles or qualities of good relating, understanding of cohabitation and same sex marriages conducted on Methodist premises or by Methodist office-holders. A vote will take place in each church to decide whether they wish to conduct same sex marriages, we hope at Third Avenue this will take place later in the Autumn.

Youth Ministry Report by Youth Pastor Helen Young

This has been a year of challenges, but also of hope and discovering new ways of doing youth work. Doing youth work online has become the norm over the last year and we have discovered the benefits of this. As we move ahead, we look forward to mixing our youth work to be that of online and in person. Videos were sent weekly to those of Sunday school age and also posted on the Third Ave facebook page.

Safeguarding

The church follows the Connexional policy on safeguarding as detailed in Creating Safer Space, ensuring adoption of safe practice amongst children and vulnerable adults. Safeguarding remains important and our church continues to review this area to ensure we protect individuals and trustees alike in the compliance and execution of policies. Helen Young, Youth Pastor has worked closely with the safeguarding officer on a 'Social Media Policy' for the Church, which has now been ratified by Church Council.

Property and Users

Gillingham Methodist continues to employ a caretaker on a part time basis. From April 2021 we applied for furlough and he worked 8 hours a week from April but topped up his wages to ensure he received his normal monthly salary. His hours were increased to 18 hours/week from July 2021.

The Property and Finance Team led by the Rev Robin Selmes consisting of Paul Abel and Jim Hancock (Property Stewards), Carol Waldock (Treasurer), Roy Adams (caretaker) and Albert Kwakye (Bookings Manager), continues to meet quarterly using zoom.

The site comprises the worship hall, community hall and two meeting rooms and footfall from the various users has grown through this year. The site is also another year older and attention has been made to make efficient use of time & financial resources by the property and finance team to ensure our buildings are fit for purpose and compliant. The Church continues to rent the Wesley Rooms at the rear of the main Church building to the Family Trust. The Main Hall and Blue Room continues to be rented by Kiddiwinks pre-school in term time. A Dance School rents the Main Hall on a Saturday morning, Monday evening and Wednesday afternoon. The Blue Room is used for hire by the NCT, NRAS, Pulse First Aid on an adhoc basis. The properties were closed to comply with the governments' regulations for managing the COVID19 pandemic. In April, after risk assessments complying with the Early Years Alliance, Kiddiwinks reopened.

The past year has been quite a challenge for obvious reasons, but the pandemic has given us opportunity to examine and refocus. Out of this process we have redoubled our environmental awareness and are taking a lead in the establishment of a wildflower garden

and use of indigenous tree planting. We are also looking at greater recycling on site and use of green cleaning products & energy tariff and also liaising with other environmental groups such as Eco-Church and Eco-Hub and have been led & inspired in recent sermons and teachings.

Trustees Expenses 2020-21

None

Trustees Responsibilities

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the Church's activities during the year and its financial position at the end of the year. In preparing these financial statements the Trustees have:

- Selected suitable accounting policies and applied them consistently using the receipts and payments method
- Made judgements and estimates that are reasonable and prudent
- Followed applicable accounting standards
- Prepared the financial statements on the going concern basis

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the position of the Church and enable them to ensure that the financial statements comply with the law. They are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees have the right to advise the Independent Examiner of any concerns; none has done so and the Church Council meeting therefore concludes that there are no issues.

Financial Review

The Church prepares payment and receipt accounts. The Church budget is prepared by anticipating the expenditure for the forthcoming year-around 50% of expenditure relates to the Circuit Assessment which is fixed some months in advance of the new year; other expenditure is generally set on a historic cost basis, using actual spend in previous years as a predictor of future needs. In this financial year we were aware that all income would be decreased with both rental and offerings/tithes income have been greatly reduced during 2020-21 due to the pandemic. Weekly emails have gone to Church members and adherents explaining the financial situation and encouraging them to continue their giving if at all possible.

The Circuit Assessment for 2020-21 was £54,280. This is a far lower assessment than in previous years. Initially the Circuit requested £64,000 which we knew we would not be able to meet so they graciously accepted the £54,280 we offered.

Reserves Policy

This policy draws on the guidelines written by the Methodist Church to assist Church Councils as trustee bodies with the preparation of their reserves policy; to assist them in managing their reserves well; and to ensure that the reserves benefit the mission of the church as part of the wider Connexion.

What are Reserves?

A reserve is an amount of money that is part of a church's unrestricted funds that is freely available to the church for its general purposes once provision has been made for its other commitments. Part of a reserve may be set aside for a specific purpose, which sets out what a church intends to do with the money that it has designated for this purpose.

Why should we hold Reserves?

Having a reserves policy is necessary because it highlights good planning of resources, time management, and consideration of the impact of risks on a church's existing commitments. The practicalities of having a reserves policy in place ensure that the unforeseen is considered as part of the trustees' mission and developmental strategy.

Legal Basis for Holding Reserves

All local Methodist churches, circuits and districts are individual charities and as such are subject to charity law. There is no specific legal rule which states what proportion of funds may or should be held as a reserve. Trustees are under a general legal duty to apply charitable funds within a reasonable time of receiving them. If reserves are held without reasonable justification the trustees may be in breach of trust.

Trustees Annual Report

The Charities SORP requires trustees to include a statement in their annual report about the charity's reserves policy, the level of reserves held and the reasons for this.

Reserves Policy Planning Process

The reserves policy should include, but is not limited to:

- 1) The reasons why the church needs reserves
- 2) The level (or range) of reserves the trustees believe the church needs
- 3) The current level of reserves held (and how this varies over the years)
- 4) The steps the church is going to take to establish or maintain reserves at the agreed level
- 5) Arrangements for monitoring and reviewing the policy.

The Charity Commission states that holding up to six months expenditure for reserves is appropriate.

Background:

The Church seeks to use its financial resources wisely and to predict future needs.

The Reserves Policy deals with:

- Our general fund, including the Reserves fund (Designated)

Other funds held which are NOT required to be included in our reserves are:

- Youth Worker fund (restricted)
- Benevolent fund, ,Special Music Fund, Foyer Fund, Messy Church Fund, Charity of the year, Foyer, Baldwin Gift (all Restricted)

Our Reserves

- The Church believes it should have reserves sufficient to cover two quarters Circuit Assessment (£31,020) and to cover the caretaker's salary for six months (£6,500).
- Other costs of managing and maintaining church buildings, including utility costs, were budgeted at £11,800 for 6 months. The Church deemed it essential to hold sufficient reserves to cover these costs for at least three months. This is higher than previously thought due to CCLI licence etc required to deliver Church online.
- Costs of the youth worker are managed through the youth work fund.

In 2017 Church Council agreed that £25,000 only will be held in the reserve fund to cover the costs. In November 2019, this rose by £5,000 to £30,000. During the COVID 19 pandemic of 2020 reserves were used to ensure there were enough funds to cover the youth worker and to cover extra costs required to complete the Foyer project (there were not enough in this fund to cover it). At 31st December, 2020 £21,500 was in the Reserves Fund. This decreased to £11,500 by 31st August 2021 as £11,500 was transferred to the general fund in the summer of 2021. Our aim is to achieve £50,000 in our Reserves Fund (6 months expenditure on 2019-20 figures). As of 31st August, 2021, £29,145.35 was held in the general fund,

Financial Recovery Plan

The aim of this plan is to build up the reserves fund (RF). Pre-pandemic it was set at £30,000, currently it is £11,500. The reserves policy written in December 2020 and submitted to the circuit suggests the reserves fund should sit at £50,000

The ability to build up the reserves fund is dependent on the monies in the general fund (GF).

Pre-pandemic the GF averaged at £20,000

Pre-pandemic: monthly income approx £5-7,000; monthly expenditure £3-5,000. This allowed some flexibility in spending.

The Circuit Assessment of £54,000 is paid quarterly to the Circuit from the GF: in September, December, March & June (£13,500/quarter).

I suggest that funds are transferred from the GF to the Reserves quarterly, after the Assessment has been paid if the GF is in excess of £25,000

Financing the Youth Pastor

The Youth Pastor remains an employee of the North Kent Methodist Circuit. The agreed contribution of £6,000 was made to the Circuit from Third Ave Church. There is one and a half years left of this five year post.

Approvals

The Trustees' Report and Financial Statements were approved by the Church Council meeting, held on

Rev Robin Selmes

Minister

Carol Waldock

Treasurer

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

Gillingham Methodist Church

Church

FOR THE YEAR ENDED

31 August 2021

North Kent	Circuit	Circuit no	36/21
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Registered Charity - Charity Registration number

1155212

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 Robin Selmes

Church Stewards:

Paul Abel

Mark Frost

Treasurer:

Carol Waldock

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS				
	Note				
a2	Offerings and Tax recovered	43,754	1,835	45,589	49,646
a3	Bank and CFB interest and Investment income	45		45	370
a4	Lettings	28,807		28,807	25,009
a5	Other receipts	10,331	1,123	11,454	16,283
a6	TOTAL RECEIPTS	82,937	2,958	85,895 (a7)	91,308

SECTION B		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
b1	PAYMENTS				
b2	Circuit Assessment or Share	54,280		54,280	62,034
b3	Donations	336	6,780	7,116	6,315
b4	Repairs and Maintenance	4,785	652	5,437	23,110
b5	Utilities (Insurances, water charges, heating & lighting)	12,787		12,787	13,323
b6					
b7	Other payments	16,557		16,557	18,856
b8	TOTAL PAYMENTS	88,745	7,432	96,177 (b9)	123,638

SECTION C		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR				
	(a6-b8)	(5,808)	(4,474)	(10,282)	(32,330)
c2	Total funds brought forward from last year	70,707		70,707 (c6)	103,037
c3	Sub total	(c1+c2)	64,899 (4,474)	60,425	70,707
c4	Transfers and adjustments	(24,252)	24,252		
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	40,647 19,778	60,425 (c8)	70,707 (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		
d2	Offerings/Gifts - received for external organisations	310	307
d3	Offerings/Gifts - passed to external organisations	310	307
d4	BALANCE STILL TO BE PAID		
	(d1+d2-d3)		

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
e1 St Pauls Drama Group	1,000	603	397		7,743	8,140
e2 St Pauls Drama Group (Junior section)					1,653	1,653
e3 Blue Skies Kids Club	85	82	3		221	224
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds	1,085	685	400		9,617 (e11)	10,017 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	85,895 (a7)	96,177 (b9)	(10,282)	(c7)	70,707 (c6)	60,425 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	86,980	96,862	(9,882)		80,324 (x)	70,442 (y)
	TOTAL RECEIPTS	TOTAL PAYMENTS				

Continue on a separate sheet if necessary and bring the totals forward

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2021	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	39,174	31,126
f3 Bank Deposit Account		
f4 Central Finance Board	31,533	29,299
f5 Trustees for Methodist Church Purposes		
f6 Other funds		
f7 SUB TOTAL - Church accounts	70,707 (c6)	60,425 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	9,617 (e11)	10,017 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	80,324 (x)	70,442 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2020	At 31 August 2021
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 **Gillingham Methodist Church**

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 Carol Waldock

.....22, Glebe Road, Gillingham, Kent

ME7 2HU

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

Name of the Chair of the meeting Date

Independent Examiner's Report to the Trustees of the Gillingham Methodist Church

Charity Number .. 1155212

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of Gillingham Methodist Church for the year ended 31 August 2021. 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 Gillingham Methodist Church

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.

[the [the

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 Keith Scudder

Relevant professional qualification of independent examiner ICB

Address: 42 Frobisher Way, Gravesend, Kent

Post Code: DA12 4RA

Date: 18th November 2021

* delete or circle as appropriate

Sep-20

GILLINGHAM METHODIST CHURCH

England & Wales - Charity number 1155212

Accounts

Rev Robin Selmes
GILLINGHAM METHODISTS | *Part of the North Kent Circuit*

Church Office | 100 Third Avenue | Gillingham | Kent | ME7 2LU
01634 575139 | church@gillinghammethodists.uk | www.gillinghammethodists.uk



Trustees' Report
And
Financial Statements
For the year ended
31st August 2020

Administrative Information

Minister: Rev Robin Selmes

Stewards:

Mr Paul Abel

Mr Mark Frost

Treasurer: Mrs Carol Waldock

Secretary: Mr Tony Crowcroft

Contact details:

Address: Gillingham Methodist Church

100 Third Avenue

Gillingham

Kent ME7 2LU

Telephone: 01634 575139

e-mail address: church@gillinghammethodists.uk

Website: www.gillinghammethodists.uk

Banker:

CAF Bank Ltd

25, Kings Hill Ave

West Malling

Kent ME19 4JQ

External Auditor:

Keith Scudder

Trustees' Report

Governance and Management

Gillingham Methodist Church (GMC) is governed by the Methodist Church Act 1976, the Deed of Union and the Model Trust Deeds of the Methodist Church.

The purposes of the Methodist Church are and shall be deemed to have been since the date of union the advancement of:

- The Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church, and
- Any charitable purpose for the time being of any Connexional, District, Circuit, local or other organisation of the Methodist Church, and
- Any charitable purpose for the time being of any society or institution or subsidiary or ancillary to the Methodist Church

The Church is one of a group of local churches with the North Kent Methodist Circuit. Circuits combine to form about 30 districts in Great Britain. Although there is some autonomy, all Methodist organisations in Great Britain are governed by statutes determined by the Methodist Conference and which are published in the Constitution, Practice and Discipline of the Methodist Church. Both Conference and Council consists of lay and clerical members.

Organisational Structure

1. Overall control rests with the Methodist Conference
2. The Connexional Office implements decisions made by Conference and is also responsible for the stationing of Ministers in individual Circuits.
3. Connexional decisions are passed to the chair of the District and the appropriate Officers of the District for regional implementation.
4. The District pass the control down to Circuit level for local implementation by the Superintendent Minister, Ministerial Staff and Circuit stewards, and authority is delegated to the circuit meeting for certain matters.
5. The Circuit Meeting passes control down to the Church Councils for local implementation by the Minister, the Church Stewards and other officers, and authority is delegated to Church Councils acting as Managing Trustees.
6. The Methodist Connexional year runs from 1 September to 31 August.

Charity Registration

GMC was registered as a charity (number 1155212) in January 2014.

Public Benefit

The Trustees confirm that, in setting objectives and planning our activities, the Church Council Meeting has complied with the duty under the Charities Act 2011, giving careful consideration to the Charity Commissions' general guidance on public benefit.

Decision-making Process

During the year, the Church Council met three times to keep under review the life of the Church. Financial and Property reports were received and considered at each meeting.

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Our mission statement which was adopted by the Church Council in autumn 2012 is:

Sharing the love of Christ, stepping out in faith and serving our community.

Through:

Worship, discipleship and teaching- providing biblical teaching, nurturing spiritual growth and encouraging participative, expressive worship.

Reaching the community-working with and in the local community, serving others to make a real difference in Gillingham; encouraging equipping and supporting each other to exercise our faith where we live, work and relax.

Young people- building on our work with children and young people, helping them grow into confident and responsible adults and bringing more people into a relationship with God.

We seek to be:

- A church that puts prayer at the heart of everything we do
- A congregation that expects, and regularly sees, God answering prayer
- A church recognised as making a difference to the lives of the people in the local community
- A church in which everyone is actively engaged in a small group
- Confident and effective evangelists, at whatever level, bringing increasing numbers to faith in Christ.

We aim to do this through:

- Sunday and other acts of worship, including mid week teaching services
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- An active network of small groups catering for the diverse needs of our community
- Membership of, and active engagement in, the North Kent Methodist Circuit
- Constructive discussion and decision making by the church council

Trustees

Paul Abel
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Kirsty Bottliegeri
John Amoah
Bryan Clarke
Lesterlyn Clarke
Karen Willing
Amos Dougan
Earnest Forsom
David Johnson
Sarah Johnson
Albert Kwakye
Sally Murphy
Diana Smith

Review of Achievements 2019-20

To reflect the make up of our congregation our worship style is contemporary with mindful inclusion of more traditional praise hymns if they are deemed at our service planning evenings to best fit the Sunday preacher's theme.

Our site comprises the worship hall, community hall and two meeting rooms and footfall from the various users has grown through this year. The site is also another year older and attention has been made to make efficient use of time & financial resources by the property and finance team to ensure our buildings are fit for purpose and compliant. The refurbishment of the Church Foyer is now complete and ready to be used by rental/Church groups when government regulations to manage the current COVID19 pandemic have been relaxed. A review on crèche facilities was held with everyone invited to give their views on how crèche facilities should be provided. Historically the crèche area was behind the stage in a corridor between the office and prayer room; this has long been deemed an unsuitable area due to it being cold, being a corridor and parents feeling isolated from the rest of the Church. It was deemed that we should have no specific crèche area, especially as the building's layout did not provide an obvious area, however parents would be welcome to take their young children to the foyer area where quiet toys would be provided and parents able to feel part of the

worship service.

We continue to focus on our environmental and ecological footprint as we move forward and hope to lead our community by example in this increasingly important regard. The 'Bring your own cup to Church' initiative has been incredibly successful in reducing usage of disposable cups. The Church and its users continue to recycle rubbish. We are pleased to have been given a bronze award from 'Eco-Church'. We are now working towards a silver award.

In addition to our many house groups our minister has held tutorials, film nights and discussion groups midweek in the church to encourage all to grow in Christ.

We are renowned as a 'welcoming church' thanks to our welcome team and aisle stewards. This has helped ease those coming to worship for the first time, or with much on their mind.

The prayer team now wear badges to easily identify them and a new area at the back of the Church is to be created to allow people to easily and discreetly seek prayer.

Since last September, the worship group has been looking at how it could share its gifts with the wider circuit and community, but it wasn't until March this year, with the introduction of a nationwide lockdown, that the opportunity arose. Through recording our singing and playing remotely, we have utilised the skills and talents of our group (and learnt new ones) to produce 22 worship songs and videos to date, as well as planning and producing several complete Worship Services, for the use of not only Third Avenue but also the Circuit, to live stream and utilise during and after the pandemic. Although the group obviously miss singing and playing together, with YouTube hits reaching nearly 1k views on some of the videos, we realise this is a valuable resource that reaches way beyond our church building.

Our relationship with our Methodist Circuit continues promoting a deeper understanding of how our church 'fits' is being gained, such that our whole church seen as part of a bigger picture. The pandemic has invited us to view Church differently and the live streamed services on a Sunday morning available to the whole Circuit and taken by the Circuit Ministers in turn has certainly given a feel of inclusion within the Circuit

Our website <https://gillinghammethodists.uk> has been in place since September 2018 and is updated regularly.

Mission Report

We continue to focus on our Mission and have a Mission group that meets quarterly-

- Tea for Two continues to meet monthly and brings together those seeking company and a chat over a brew. Overseen by our Minister, his wife and other volunteers this is a growing pastoral group. This has not been able to take place due to the pandemic restrictions.
- Craft Group. An opportunity for crafters of all disciplines to work on their own projects but in a social environment instead of at home, but also for many to

work together on projects often initiated by the Worship leaders for use within upcoming Sunday services. This group has moved on line via zoom at this time.

- Holiday Club. An early summer holiday club aimed at those 11 and under has been unable to take place this year due to pandemic restrictions
- Chrysalis/Oasis meets on a Friday, a chair based exercise group with time for tea and chat, again they have been unable to meet due to the pandemic.

In addition our church continues to make donations in kind, of space and of personnel for such worthy causes as Medway Night Shelter, World Cafe (International students on the campus). We also host Brownies & Guides, an under 12 Friday evening club (Blue Skies), a pre-school nursery (Kiddiwinks), an adult and youth drama group and continue to hold various fundraising events throughout the year.

Our Charity of the Year on which we voted for during our AGM 2019 for one year, we have decided to extend this to two years due to the pandemic so Medway Street Angels remain our Charity.

Youth Ministry Report by Youth Pastor Helen Young

Youth café

Up until March 2020 (when we had to close due to the pandemic), this group carried on getting a regular 4-8 young people coming to most sessions three times a week.

Wednesday night youth group

Up until March 2020 this group was going well with a steady number of 4-6 young people coming regularly. Although face to face meetings stopped in March, in May the group restarted online via zoom with one hour meetings proving successful and including 2-4 young people who would not normally access the face to face group.

A new group will start in September 2019 for those in our congregation between the ages of 18-30. It will meet on a Wednesday night, fortnightly.

Bible Study

This group continued until March when it went to online meetings immediately. Although initially numbers were good they dropped as we neared the summer holidays. However those that met used the meeting as a chat and check-in.

Sunday mornings

We had been looking at the age range of the Sunday groups for some time and it was agreed that the three Sunday morning groups would reflect those of the school years.

Jesus Squad: age 3 to school year 2

Spirit Squad: School years 3-6

God Squad: years 7-12.

After March when we were unable to meet, teaching materials were sent out (to those who requested it) via email/video or worksheets.

Chinese Church

This was going well meeting in the Green room every Sunday afternoon using a volunteer from the Chinese church. In March a whatsapp group was set up to provide weekly teachings and a thought for the day. This was transferred to a fortnightly zoom group in May.

District youth weekend away .

This was unable to take place due to the pandemic.

Safeguarding

The church follows the Connexional policy on safeguarding as detailed in Creating Safer Space, ensuring adoption of safe practice amongst children and vulnerable adults. Safeguarding remains important and our church continues to review this area to ensure we protect individuals and trustees alike in the compliance and execution of policies. Helen Young, Youth Pastor has worked closely with the safeguarding officer on a 'Social Media Policy' for the Church, which has now been ratified by Church Council.

Property and Users

Gillingham Methodist continues to employ a caretaker on a part time basis.

The Property and Finance Team led by the Rev Robin Selmes consisting of Paul Abel and Jim Hancock (Property Stewards), Carol Waldock (Treasurer), Roy Adams (caretaker) and Albert Kwakye (Bookings Manager), continues to meet quarterly, initially in person and since March on zoom.

The site comprises the worship hall, community hall and two meeting rooms and footfall from the various users has grown through this year. The site is also another year older and attention has been made to make efficient use of time & financial resources by the property and finance team to ensure our buildings are fit for purpose and compliant. The Church continues to rent the Wesley Rooms at the rear of the main Church building to the Family Trust. The Main Hall and Blue Room continues to be rented by Kiddiwinks pre-school in term time. A Dance School rents the Main Hall on a Saturday morning and Wednesday

afternoon. The Blue Room is used for hire by the NCT, NRAS, Pulse First Aid on a adhoc basis. The properties were closed in March to comply with the governments' regulations for managing the COVID19 pandemic. In June after risk assessments complying with the Early Years Alliance, Kiddiwinks reopened on a part time basis.

Trustees Expenses 2019-20

None

Trustees Responsibilities

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the Church's activities during the year and its financial position at the end of the year. In preparing these financial statements the Trustees have:

- Selected suitable accounting policies and applied them consistently using the receipts and payments method
- Made judgements and estimates that are reasonable and prudent
- Followed applicable accounting standards
- Prepared the financial statements on the going concern basis

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the position of the Church and enable them to ensure that the financial statements comply with the law. They are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees have the right to advise the Independent Examiner of any concerns; none has done so and the Church Council meeting therefore concludes that there are no issues.

Financial Review

The Church prepares payment and receipt accounts. The Church budget is prepared by anticipating the expenditure for the forthcoming year-around 50% of expenditure relates to the Circuit Assessment which is fixed some months in advance of the new year; other expenditure is generally set on a historic cost basis, using actual spend in previous years as a predictor of future needs.

Both rental and offerings/tithes income have been greatly reduced during 2019-20 due to the pandemic. Hopefully Government regulations will allow our regular users to return from September; ensuring all risk assessments are up to date. Weekly emails have gone to Church members and adherants explaining the financial situation and encouraging them to continue their giving if at all possible.

The Circuit Assessment for 2019-20 was £62,034.

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Reserves Policy

Background:

The Church seeks to use its financial resources wisely and to predict future needs.

The Reserves Policy deals with:

- Our general fund, including the Reserves fund (Designated)

Other funds held which are NOT required to be included in our reserves are:

- Youth Worker Employed fund (Designated)
- Benevolence fund, Special music fund, Charity of the year (community fund), Youth group weekend away fund, Messy Church Fund

Our Reserves

- The Church believes it should have reserves sufficient to cover one quarter Circuit Assessment (£15,500) and to cover the caretaker's salary for three months (£3,000).
- Other costs of managing and maintaining church buildings, including utility costs, were budgeted at £32,600 (£7,640/quarter).

As of 31st August, 2020 £24,955 was held in general fund, enough to cover normal running costs.

Church Council has agreed that £25,000 only will be held in the reserve fund. Unfortunately the Property team underestimated the cost of 'the Foyer Project' and £5,500 had to be used from the reserves to complete this. A further £3,000 was transferred from the reserves to the Youth Pastor employed budget at the request of the Minister. Currently reserves are £21,500. Our aim during 2020-21 is to rebuild the reserves to £25,000.

Financing the Youth Pastor

The Youth Pastor remains an employee of the North Kent Methodist Circuit. The agreed contribution of £6,000 was made to the Circuit from Third Ave Church. There are two and a half years left of this five year post.

Approvals

The Trustees' Report and Financial Statements were approved by the Church Council meeting, held on

Rev Robin Selmes

Minister

Carol Waldock

Treasurer

Rev Robin Selmes
GILLINGHAM METHODISTS | *Part of the North Kent Circuit*

Church Office | 100 Third Avenue | Gillingham | Kent | ME7 2LU
01634 575139 | church@gillinghammethodists.uk | www.gillinghammethodists.uk



STANDARD FORM
OF ACCOUNTS AND
INDEPENDENT
EXAMINER'S REPORT
2019-2020

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

Gillingham Methodist

Church

FOR THE YEAR ENDED

31 August 2020

North Kent

Circuit

Circuit no

36/21

Registered Charity - Charity Registration number

1155212

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 Robin Selmes

Church Stewards:

Paul Abel

Mark Frost

Treasurer:

Carol Waldock

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS	Note			
a2	Offerings and Tax recovered	49,646		49,646	63,059
a3	Bank and CFB interest and Investment income	370		370	382
a4	Lettings	25,009		25,009	33,840
a5	Other receipts	16,283		16,283	28,209
a6	TOTAL RECEIPTS	91,308		91,308 (a7)	125,490

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share		62,034	62,034	57,443
b3	Donations		6,315	6,315	7,532
b4	Repairs and Maintenance		23,110	23,110	15,794
b5	Utilities (Insurances, water charges, heating & lighting)		13,323	13,323	15,840
b6					
b7	Other payments		18,856	18,856	21,898
b8	TOTAL PAYMENTS		123,638	123,638 (b9)	118,507

SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(32,330)	(32,330)	6,983
c2	Total funds brought forward from last year		83,576	19,461	103,037 (c6)
c3	Sub total	(c1+c2)	51,246	19,461	70,707
c4	Transfers and adjustments		19,461	(19,461)	(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	70,707	70,707 (c8)	103,037 (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		
d2	Offerings/Gifts - received for external organisations	307	1,133
d3	Offerings/Gifts - passed to external organisations	307	1,133
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)	

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 2020 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 St Pauls Drama Group	12,471	4,728	7,743			7,743
e2 St Pauls Drama Group (Junior section)	2,358	705	1,653			1,653
e3 Blue Skies Kids Club	1,002	781	221			221
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds	15,831	6,214	9,617		(e11)	9,617 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	91,308 (a7)	123,638 (b9)	(32,330)	(c7)	103,037 (c6)	70,707 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	107,139	129,852	(22,713)		103,037 (x)	80,324 (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 2020

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	28,839	39,174
f3 Bank Deposit Account		
f4 Central Finance Board	74,198	31,533
f5 Trustees for Methodist Church Purposes		
f6 Other funds		
f7 SUB TOTAL - Church accounts	103,037 (c6)	70,707 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)	9,617 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	103,037 (x)	80,324 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2019	At 31 August 2020
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)

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2020 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: Carol Waldock

22 Glebe Road, Gillingham, Kent Post Code ME7 2HU

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2020 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

Independent Examiner's Report to the Trustees of the

Gillingham Methodist Church

Charity Number: 1155212

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Gillingham Methodist Church for the year ended 31 August 2020 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

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.

[the [the

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: Keith Scudder

Relevant professional qualification of independent examiner: ICB

Address: 42 Frobisher Way, Gravesend, Kent

Post Code: DA12 4RA

Date: 4th January 2021

* delete or circle as appropriate

Sep-19