

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 Superintendant 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.

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

Paul Abel
Mark Frost
Carol Waldock
Helen Young
Steph Smith
Carol Smedley
Jenny Silver
Jim Hancock
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
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STANDARD FORM
OF ACCOUNTS AND
INDEPENDENT
EXAMINER'S REPORT
2019-2020

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Gillingham Methodist	Church
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FOR THE YEAR ENDED

31 August 2020

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	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)	96,054
c3	Sub total (c1+c2)	51,246	19,461	70,707	103,037
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