

# SOUTH KENT METHODIST CIRCUIT

England & Wales · Charity number 1159742

## Details

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**Status** Registered

**Legal form** Previously excepted

**Registered** 2014-12-30

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

## Contact

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**Address** St Andrew's Methodist Church  
Surrenden Road  
CT19 4DY

**Phone** 01303270190

**Email** [methchurch12@btconnect.com](mailto:methchurch12@btconnect.com)

**Website** [www.southkentmethodistcircuit.org.uk](http://www.southkentmethodistcircuit.org.uk)

## Activities

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**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:** Provision of public worship and other related religious activities

## Classification

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- **How:** Acts As An Umbrella Or Resource Body
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

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- Kent

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-08-31	£343,732	£447,415	-	-
2023-08-31	£319,149	£403,016	-	-
2022-08-31	£269,661	£343,425	-	-
2021-08-31	£264,406	£283,711	-	-
2020-08-31	£248,285	£262,724	-	-

## Trustees

Name	Role	Appointed
Rev ADRIAN TREVOR ROUX	Chair	2023-09-01
ANDREW BLANCH		2012-03-24
ANDREW DENNIS BOWTELL		2025-10-12
ANGELA AGNETA DONOVAN		2011-09-01
CAPTAIN ALAN JOHN EWART-JAMES		2011-09-01
COLIN PEARSON		2011-09-01
DAVID CHRISTOPHER CHALLONER		2011-09-01
DAVID GEORGE HARDEN		2021-09-01
DAVID SMITH		2023-06-06
DAVID STUART PETER SONGER		2022-02-10
DUDLEY BRUCE SHIPTON		2011-09-01
DWIGHT OMAR HARRIS		2023-09-01
ELAINE KIRKLAND		2023-08-01
ELIZABETH BIRD		2023-11-22
ELIZABETH TALBOT		2017-09-01
JANET CARTER		2017-06-20
JEANETTE ELIZABETH HARRIS		2023-09-01
JOYCE PEGGY BRUMWELL		2011-09-01
MARTIN NEWELL		2011-09-01
NOEL CHARLES GRABHAM		2019-03-13
PAULINE NORAH HARDEN		2011-09-01
PHILIP THEODORE BLANCH		2023-03-29
RACHEL GILES		2020-09-01
ROSEMARY EDITH WALLS		2011-09-01
Rev GEOFFREY MARK ABASOLO-MUNNERY		2023-04-25
Rev GILLIAN SONGER		2021-09-01
Rev MALCOLM PEACH		2021-09-01

Name	Role	Appointed
SALLY MACGREGOR		2021-09-15
STEWART VERNON FRENCH		2013-08-22
SUSAN ELIZABETH SHARP		2016-09-24
SUSAN MARGARET JAMES		2024-09-01
TERRY PRESTON		2011-09-01
THOMAS LEWIS		2020-09-01
VALERIE EDITH REDDING		2013-04-03
YVONNE ANDREWS		2017-03-08

**SOUTH KENT METHODIST CIRCUIT**

England & Wales - Charity number 1159742

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# Accounts

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# Trustees Annual Report & Accounts (Accruals basis)

(year end 31.8.2024)

Methodist Church South East District Circuit No: 36/25

**Name of Charity:** South Kent Methodist Circuit

**Charity Registration Number:** 1159742      **Date of registration:** December 2014

**Address of Charity:** South Kent Circuit Office  
St Andrew's Methodist Church  
Surrenden Road  
Folkestone  
CT19 4DY

## **Structure, Governance and Management:**

The South Kent Circuit forms part of the South East District of the Methodist Church and is governed by the Constitutional Practice and Discipline of the Methodist Church. With effect from December 2014 the Circuit has been registered as a Charity with the Charity Commission. The following Methodist Churches are linked to the Circuit:

Charing, Elham, Hamstreet (this is a Methodist/Anglican ecumenical partnership), Headcorn (meeting in a community hall), Hythe, Lyminge, Marsh Methodist Church (a united church meeting on 3 sites in Dymchurch, Lydd and New Romney), Rhodes Minnis, Shadoxhurst, Tenterden (closed mid-year), St Andrews Cheriton, United Church Ashford (this is one united URC and Methodist church, meeting on 2 sites at Cade Road Ashford and Kennington).

## **Trustees:**

The Trustees of the Circuit are the members of the South Kent Methodist Circuit Meeting, which meets twice a year - this includes the following people:

Chair: Revd Adrian Roux (Superintendent Minister from 1/9/24)

Other Ministers: Revd Gill Songer, Revd Geoff Abasolo-Munnery

Circuit Finance Officer: Mrs Lisa Cooper (non voting member) Circuit Treasurer: Mr David Tocher

Circuit Stewards: Mrs Elizabeth Talbot (Senior Circuit Steward), Mrs Janet Carter, Mrs Rachel Giles, Mr Noel Grabham, Mr David Tocher

### Other members:

Each church within the Circuit elects up to 3 representatives to the Circuit Meeting; some by virtue of the role they hold (i.e. church treasurer and steward/secretary) plus one other representative elected by the Church Council. Upon appointment they become Trustees of the Circuit. Various other Circuit Officers are also members of the Circuit Meeting as per the requirements of Methodist Standing Orders, these members are appointed by the Circuit Meeting. The Leaders of Worship and Preaching (LWP) meeting appoints representatives from within their number to the Circuit Meeting and they also become trustees. Retired ministers living in the area can opt to be a trustee if they wish. Some members are members by virtue of their role within the South East District.

A full list of trustees including those appointed by churches, other committees, or those who hold Circuit or District office is attached at the end of this report. (Appendix 1).

Circuit Co-ordinator: Mrs Lisa Cooper is a non-trustee who manages the day-to-day running of the finances of the South Kent Methodist Circuit. She is a non-voting member of the Circuit Meeting who takes the minutes.

Circuit Property Officer: Mrs Stephanie Roux (appointed November 2024) non-voting member

Throughout the year, in between full meetings of the Trustees, The Circuit Leadership Team (CLT) meets regularly to manage the running of the Circuit.

### The Circuit Leadership Team consists of:

The Chair of the Circuit Meeting (Revd. A Roux), all other Ministers, all Circuit Stewards, and lay employees Mr Tom Lewis, Mr Dwight Harris, Mrs Lisa Cooper and Mrs Stephanie Roux.

### **Statement of Trustees' Responsibilities :**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities have been followed
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that activities will continue

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the South Kent Methodist Circuit. The Charity's annual report and accounts for the year ended 31st August 2024 have been prepared in accordance with the Charities Act 2011 and the Charities Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard (FRSSE). The Trustees are also responsible for taking reasonable steps to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

## Financial Information:

The South Kent Methodist Circuit holds Bank accounts with the following Banks:

**The Co-operative Bank**  
PO Box 250,  
Delf House, Southway,  
Skelmersdale WN8 6WT

**Central Finance Board of the  
Methodist Church (CFB)**  
Methodist Church House  
25 Tavistock Place  
London  
WC1H 9SF  
(Investment Banker)

**Trustees for Methodist Church  
Purposes**  
Central Buildings  
Oldham Street  
Manchester  
M1 1JQ  
(Investment Banker)

## Independent Examiner:

Andrew Tuck, Chandler Tuck (Chartered Accountants)  
1<sup>st</sup> Floor, 30 North Street, ASHFORD, Kent, TN24 8JR

## Public Benefit - Objectives and Activities:

The trustees have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. All our activities are undertaken to further our charitable purposes for the public benefit. We aim to enable ordinary people to live out their faith as part of their churches and local communities through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in their vicinity.
- Missionary and outreach work.

This is in line with the Mission Statement of the South Kent Methodist Church which states:

### *Mission Statement:*

The South Kent Methodist Circuit exists to enable its local churches and ecumenical partnerships to offer Christian witness, worship and work in their local communities.

We seek to build up our sense of togetherness as one in Christ, offering the love of God and guided by the Holy Spirit.

*To that end and under-girding all things in prayer, our Priorities are:*

1. To facilitate worship in churches and other venues such as Grace Court (MHA home) in Folkestone.
2. To nurture and resource individuals, groups and churches to discern and fulfil their God-given gifts and callings, within a safe space.
3. To give guidance and direction for the future of Methodism in this area, within the South East District and the whole Connexion.
4. To expand and explore every opportunity to work with ecumenical partners and other like-minded agencies in areas of church and community life.
5. To work alongside and support the work of MHA at Grace Court, Folkestone and the John Wesley School in Ashford.

## **Review of the year and plans for future periods:**

The South Kent Methodist circuit has continued to resource the churches and enable the continued provision of public worship and related church activities across the South Kent area. Where possible we work with our ecumenical partners. The circuit also offers ongoing support to local managing trustees in their responsibilities which include property maintenance, administrative support, safety, risk assessments, safeguarding and GDPR. The circuit also encourages engagement with local communities to the benefit and well-being of residents. We continued to offer online and in person worship across the circuit including an ongoing circuit podcast and zoom fellowship and study meetings during the week. We still hold some business meetings online. We continue to support local preachers and worship leaders within the circuit in terms of ongoing development, including training days and regular meetings. We have a number of people currently training to lead worship. We also provide printed worship resources and the weekly podcast to enable churches to lead their own services on occasions when there is not a preacher available. We continue to distribute a printed worship sheet each week to a number of members who are unable to attend worship in person. The circuit staff team has undergone some significant changes during 2023 to 2024. In September 2023 the Revd. Adrian Roux was appointed to the staff team, initially for one year, replacing 2 part time presbyters who retired. The circuit also appointed a local lay pastor Mr Dwight Harris to work 0.6 time in the Charing church and community and 0.4 time across the wider circuit. During the year, Revd. Helen Hollands was appointed to serve as District Chair of the East Anglia district which meant that she would be leaving the circuit in August 2024, a year earlier than anticipated. We were unsuccessful in finding a replacement Superintendent minister through the Methodist stationing process and although we had hoped to appoint a part time presbyter to the team, these plans fell through. Revd. Adrian Roux agreed to take on the superintendency and his appointment was confirmed for 5 years from September 2024. Three years' worth of additional funding was secured from the district towards the work of our community chaplain Mr Tom Lewis on the new and growing Chilmington estate in Ashford, meaning that this post will continue through to the end of August 2028. Additional support for leading worship and pastoral care of the churches is being provided by two retired ministers Revd. Kevin Taylor and Revd. Malcolm Peach. Our property officer resigned mid-year and we are in the process of appointing a replacement. Staffing levels will be reviewed again in the next church year. Several of the smaller churches continue to struggle to find the volunteers to fill various roles and to pay their assessment due to falling membership and incomes. This situation is not unique to the circuit but is echoed in circuits across the country and in other denominations too. Mergers are one way of reducing the amount of admin and number of officers needed and the churches in Lydd, New Romney and Dymchurch merged from 1st of September 2023 under the new name Marsh Methodist Church. Another three of our small rural churches at Elham, Lyminge and Rhodes Minnis resolved to unite from 1st of September 2024 under the new name Valley Methodist Church. Tenterden Methodist Church ceased to meet in May 2024 and the circuit has resolved to sell the building and invest the proceeds in the planned redevelopment of the church site in Folkestone town centre. We continue to explore alongside other charitable partners the possibilities for rebuilding on our site in Folkestone town centre. We aspire to build a replacement church and community centre and a second building on the site will provide temporary accommodation for rough sleepers and office space for the work of the Folkestone Rainbow Centre which is a longstanding ecumenical project. We are continuing to use the surplus funds from the sale of the former manse in Hythe to upgrade the replacement manse in Dymchurch. We have obtained planning permission for the redevelopment of the garage and studio room to provide a better study with a WC facility for visitors and an additional bedroom. The circuit is also exploring whether to sell the Ashford manse left vacant by Revd. Hollands' departure and replace it with a more modern and recently refurbished manse which is being sold by the United Reformed Church. We continue to support a Syrian family who are housed via Ashford Borough Council in one of our manses in Tenterden. We also work with Ashford Borough Council on a rota with other local churches in Ashford to provide school holiday provision for families – consisting of a session of games and a free lunch at our Kennington church. We enjoy strong links with the John Wesley school in Ashford and provide 4 foundation governors to the governing body. Circuit staff also lead collective worship and other activities at the school including a monthly messy church attended by up to 80 people. We support lowincome families at the school via an annual donation of £3000 to their hardship fund, which helps with the cost of uniforms, trips and emergency food parcels. We also ran another very successful summer holiday club in August 2024. We have a continued presence in two other local primary schools in

Lyminge and Folkestone, via regular 'Open the Book' assemblies led by an ecumenical team of volunteers. The Marsh Methodist Church in conjunction with two other local churches conducted a community survey and as a result launched Romney Marsh Youth Space - a safe place for young people to meet in our church in New Romney High Street one evening a week. This project is supported by an ecumenical team of volunteers and was given a startup grant of £5000 from the circuit mission fund. We encourage our churches to be outward looking and provide for their communities, and to this end have given approximately £17,000 in grants for missional purposes since the Mission Fund was ringfenced in March 2023. We are committed to working with MHA supported housing at Grace Court in Folkestone and provide a lay Chaplain, Mrs Val Redding, who serves the spiritual needs of the residents there including leading a regular act of worship and engaging in enrichment activities. The circuit continues to focus on caring for our communities, churches and staff. We hope to offer meaningful worship both in person and online, to encourage well-being for all, and to serve our communities including children, families, and older people as best we can.

### **Principal Funding Sources:**

The Circuit's main source of income is the Circuit assessment that each church is asked to provide to enable the Circuit to cover its expected running costs. In the year ending August 2024 the circuit received £ 207,276 in assessments from the churches of the circuit, and a further £ 54,027 of assessment paid in advance in August 2024, for the following year and counted in creditors. We received a contribution of £15,884 from the South East District towards the cost of one minister's stipend. We received grants totalling £22,556 towards the missional post at Chilmington and we also received rental income amounting to £14,576 for the letting of one of our unused manses to a Syrian refugee family through Ashford Borough Council and the Government refugee relocation scheme. This is in line with the objectives of our charity and the tenancy is agreed on an ongoing basis.

Our total expenditure for the year, incurred in relation to our charitable activities amounted to £ 447,415 of which the stipends and salaries paid to the ministers and lay staff (including pensions and NIC) amounted to £238,232. A further stipends payment of £7,002 was paid in advance for the September 2024 stipends and has been counted in debtors.

Other expenditure includes the amounts we are asked to contribute to the Connexional and District administration of the Methodist Church (£32,251 and £7,991 respectively), reimbursement of trustees expenses, repair and maintenance of manses, property inspections, grants to local churches, and general administrative costs. The annual end of year levy applied against monies held in our MTF account with the Trustees for Methodist Church Purposes (TMCP) in this year was £38,264. This is a percentage of funds held at the end of each year which is redistributed to other Circuits and Churches via our internal grant giving systems.

There are no long-term investments held by the Circuit. Interest on funds totalled £39,245 across all accounts.

### **Reserves Policy:**

The following reserves policy is approved by the Circuit meeting:

**Reserves Policy for General Funds:** Under Standing Orders the Circuit must be able to meet its financial obligations in relation to the support of its Ministers and the maintenance of the manses. The total general running costs for the last financial year were about £350,000 (not including the grants and levy from the MTF account). Our policy is to hold at least six month's expenditure in hand (£175,000).

**Reserves Policy for Restricted Funds:** Money held in the Model Trust Fund is from the sale of manses and churches and its use is restricted by conference. Our policy regarding this money is as follows:

- Proceeds from the sale of manses will be spent on the improvement, upkeep and potential replacement of manses
- Some proceeds from the sales of church premises are held as a fund for property grants, to assist local churches with maintenance issues

- Some proceeds from church sales are ringfenced for the future redevelopment of our site in Folkestone
- Some proceeds from church sales are ringfenced for funding our missional lay employee posts in future years
- Some proceeds from church sales are ringfenced as the new Circuit Mission Fund (see below) to encourage and resource our local churches to try new initiatives in their communities, in line with the circuit mission policy

**Grant-making Policy:** The South Kent Methodist Circuit maintains a policy for providing grants to churches within the Circuit. Applications are assessed on how much they are likely to further the Circuit's and local church's mission. As a rough guide the Circuit will consider supporting a project for up to 1/3rd of the total cost. As a Christian organisation we also on occasion make donations to local charitable causes which are in keeping with our charitable purposes. These requests are brought to the Circuit Meeting/or CLT and agreed on by a majority vote.

**Circuit Mission Fund:** In March 2023 the Circuit Trustees ringfenced £50,000 from the sales of closed churches to be used for grants for new Missional activities in the local churches and their communities, looking at what the needs of their local communities might be and how the church might aim to meet them. A panel of 3 trustees was appointed to oversee decisions regarding applications received.

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## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31/8/24

	NOTES	UNRESTRICTED FUNDS (CFB & CO-OP)	RESTRICTED FUNDS (MTF ACCOUNT)	Yr end Aug 2024	Yr end Aug 2023
<b>INCOME:</b>	3	£	£	£	£
GRANTS	6	22,556	0	22,556	26,740
DONATIONS	4	6,872	0	6,872	15,061
CHARITABLE ACTIVITIES					
i) CIRCUIT ASSESSMENT	5	207,276	0	207,276	205,143
INVESTMENTS - INTEREST	7	8,009	31,236	39,245	23,030
OTHER -					
i) RENT FROM MANSE & TMC	6	14,576	0	14,576	12,600
ii) DISTRICT CHAIR STIPEND	6	15,884	0	15,884	14,770
iii) STAFF LEAVING COLLECTIONS		1,652	0	1,652	1,539
iv) DONATIONS TO FOLKESTONE PROJECT		0	0	0	942
v) REFUND OF ACV/SALES COSTS		0	0	0	19,325
vi) CHARING FUNDING RE LAY PASTOR		22,481		22,481	NA
vii) REFUND OF HISTORIC PENSION FUND DONATION		0	13,190	13,190	NA
<b>TOTAL INCOME</b>		<b>299,307</b>	<b>44,426</b>	<b>343,732</b>	<b>319,149</b>
<b>EXPENDITURE:</b>	3	£	£	£	
STIPENDS, NIC & PENSIONS	10	238,232	0	238,232	195,717
DISTRICT ASSESSMENT		7,991	0	7,991	8,831
METHODIST CHURCH FUND		32,251	0	32,251	30,561
TRAVEL		15,257	0	15,257	12,049
PHONE & INTERNET		5,194	0	5,194	4,409
INSURANCE		9,045	0	9,045	5,744
MANSES			0	0	
i) REPAIRS & MAINTENANCE		16,128	0	16,128	38,255
ii) COUNCIL TAX		7,192	0	7,192	8,763
iii) WATER RATES ETC		2,618	0	2,618	2,441
iv) HIGH KNOCKE MANSE PROJECT		482	6,500	6,982	NA
ADMIN				0	
i) POSTAGE, PRINTING & STATIONERY ETC.		9,189	0	9,189	12,069
ii) PROPERTY INSPECTIONS		6,375	0	6,375	11,245
iii) REMOVAL COSTS		0	0	0	5,611
iv) OTHER CIRCUIT ADMIN		0	1,803	1,803	735
GRANTS & DONATIONS		5,850	13,750	19,600	33,494
STAFF LEAVING COLLECTIONS		1,652		1,652	1,539
OTHER i) LEAVING GIFTS		107		107	196
ii) MISSIONAL (NHM)		6,615		6,615	6,685
END YEAR LEVY-DIST ADVANCE FUND		0	38,264	38,264	10,162
FOLKESTONE PROJECT FEASIBILITY STUDY		22,918	0	22,918	14,510
<b>TOTAL EXPENDITURE</b>		<b>387,098</b>	<b>60,317</b>	<b>447,415</b>	<b>403,016</b>
NET INCOME (-EXPENDITURE)		-87,791	-15,891	-103,683	-83,867
NET TRANSFERS BETWEEN ACCOUNTS		59,000	-59,000	0	0
EXTRAORDINARY INCOME RE PROPERTY SALES		0	0	0	483,925
FUNDS BROUGHT FORWARD 1/9/23		193,507	632,791	826,298	426,240
<b>FUNDS CARRIED FORWARD AT 31/8/24</b>		<b>£164,715.81</b>	<b>£557,899.71</b>	<b>722,616</b>	<b>826,298</b>
PLUS FIXED ASSESTS FROM BALANCE SHEET				2,252,657	1,812,483
<b>TOTAL ASSETS CARRIED FORWARD 31/8/24</b>				<b>2,975,273</b>	<b>2,638,781</b>

## Balance sheet for year ending

31st August 2024

## TANGIBLE FIXED ASSETS

	Aug-24	Aug-23
142 CHERITON ROAD	363,663	355,490
87 LOWER QUEENS ROAD	360,295	352,197
WINDOVER	361,171	353,057
2 DISCOVERY DRIVE	289,892	283,377
30 HIGH KNOCKE	412,636	403,362
FOLKESTONE METHODIST CHURCH	65,000	65,000
TENTERDEN METHODIST CHURCH (closed and transferred into Circuit care May 2024)	400,000	NA

<u>2,252,657</u>	<u>1,812,483</u>
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## CURRENT ASSETS

DEBTORS & PREPAYMENTS	7,002	prepaid stipends Aug 2024
CASH AT MTF ACCOUNT (Main)	551,655	
CASH AT MTF ACCOUNT (MW)	6,247	
CASH AT CFB Manse	71,669	
CASH AT CFB Main	131,587	
CASH AT CO-OP ACCOUNT	46,601	
CASH IN HAND (UNCLEARED CREDIT)	0	uncleared income Aug 2024
	<u>814,761</u>	<b>A</b>

## CREDITORS &amp; ACCRUALS

CREDITORS	54,027	prepaid assessments August 2024
CREDITORS	16,118	prepaid grant for NHM role (in CFB account)
CREDITORS	22,000	Charing LLP funding (in CFB account)
UNCLEARED PAYMENTS	0	uncleared cheques at end of yr
	<u>92,145</u>	<b>B</b>

NET CURRENT ASSETS (A-B)	722,616	as at SOFA
FIXED ASSETS AS ABOVE	<u>2,252,657</u>	
TOTAL ASSETS CARRIED FORWARD 31/8/24	<u>2,975,273</u>	as at SOFA

The notes form part of these financial statements.

**SOUTH KENT METHODIST CIRCUIT      Registered Charity number 1159742**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**

**1. Basis of accounting :**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – The Charities SORP (FRSSE) – in replacement for the SORP’s 2005 version specified in its related 2008 Regulations and in accordance with the ‘true and fair override’ provision contained therein.

**2. Funds :**

The Circuit has restricted and unrestricted funds. Most of its income is unrestricted and can be used for the day to day furtherance of the charity’s aims. Money from the sale of properties is restricted funds held in the Model Trust Fund accounts and its use is regulated by the Trustees for Methodist Church Purposes (TMCP) in Manchester in accordance with our Standing Orders.

**3. Accounting Policies :**

**Basis:** These accounts have been prepared on the basis of historical cost.

**Income Recognition :** Income is included in the Statement of Financial Activities (SOFA) when: the Circuit becomes entitled to the resources; the trustees are reasonably certain they will receive the resources; the monetary value can be measured with sufficient reliability. The majority of the charity’s income comes from the churches which comprise the Circuit.

**Resources Expended :**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

**VAT :**

Since the Circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Circuit :**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £1000. They are valued at cost or a reasonable value on receipt. Where cost is not available, the Circuit Meeting may provide a reasonable estimate of cost or of the current value to the circuit. Our estimates are based on insurance values of the manses and, when relevant, disused churches in the Circuit’s care. The properties have been reviewed for impairment.

**Debtors and Prepayments :**

Relates to the payment taken for September 2024 stipends in August 2024.

**Creditors :**

Creditors relates to the 1st quarter assessments for September-November 2024, received in August 2024 from the Circuit churches, and to a grant also received in advance for the following year.

#### 4. Donations :

The Circuit received funds in the form of donations amounting to £6,872 (£15,061 in the previous financial year). A significant portion of this was from the closure of the Folkestone and Tenterden church bank accounts, the remainder was small donations from individual donors, including gift aid.

#### 5. Charitable Activities:

The majority of the charity's income is from the Circuit Assessments paid by the churches as follows –

Church	Advance payment August 2023	Total for 2023-24 (including Aug 2023)	Advance payment August 2024
Charing	£3,289	£16,300	£4,075
Elham	£2,936	£12,656	£3,552
Hamstreet	£1,950	£7,800	£2,600
Headcorn	£1,404	£6,164	£1,541
Hythe	£5,102	£27,924	£6,990
Lyminge	£2,026	£10,000	£2,500
Marsh (Dymchurch, Lydd and New Romney merged from 1/9/23)	£4,039	£18,226	£4,729
Rhodes Minnis	£2,000	£5,828	£1,457
Shadoxhurst	£2,215	£11,007	£6,152
St Andrews	£7,657	£38,195	£10,343
Tenterden	£3,286	£12,824	closed
UCA	£7,248	£40,352	£10,088
<b>TOTALS</b>	<b>£43,152</b>	<b>£207,276</b>	<b>£54,027</b>

#### 6. Other Income :

The circuit received grants of £15,801 towards the costs of the New Housing Missioner role.

The Circuit received a contribution of £15,884 from the South East District towards the stipend of a minister who works part time for the District.

The Circuit received rent income of £13,076 from the letting of one of the manses. This manse is not held for the purposes of generating an income and therefore the Circuit does not consider it an investment property as it is held for the long term purposes of the charity. The Circuit also received rent amounting to £1,500 from the letting of a studio at Tenterden Methodist Church.

#### 7. Investment Income :

Interest	2024	2023
Interest received from Model Trust Fund	31,236	17,523
Interest received from CFB account	8,009	5,506
Interest received from current account (Co-op)	Nil	nil
<b>Total</b>	<b>39,245</b>	<b>23,030</b>

## 8. Payment to Trustees :

No payments were made to Trustees for additional services provided to the Circuit.

14 trustees were reimbursed expenses relating to travel, postage, stationery, manse repairs, phone & internet costs

	2024	2023
Number of trustees reimbursed	14	11
Total amount reimbursed	£22,232	£17,890

## 9. Fees for examination of the accounts :

Independent examiner's fees for reporting on the Accounts:

2024	2023
£300	£240

## 10. Paid Employees :

The Circuit had 4 paid lay employees this year. Mrs Lisa Cooper, Mr Kevin Miles (till May 2024, replaced by Mrs Stephanie Roux November 2024) Mr Dwight Harris and Mr Thomas Lewis.

The stipend, employer's NIC and employer's pension contributions of the Ministers are paid by the Methodist Connexion. The Circuit provides funds to meet the cost. The Supreme Court held in 2014 that Methodist ministers are not employees of the church. However, when dealing with NI Contributions and pension contributions, the terms 'employer' and 'employee' are used as they would be in an employing body.

STIPENDS & SALARIES FOR THE YEAR 2023-2024	
STIPENDS	£191,475
PENSION	£28,075
NIC	£17,290
APPRENTICE LEVY/ADMIN	£1,392
<b>TOTAL</b>	<b>£238,232</b>

**11. Debtors:** £7,002 - relating to the payment taken in August for the Ministers' September stipends

**12. Creditors :** £54,027 relating to the receipt in advance of the September-November quarterly Circuit Assessment from the churches in the Circuit and a £16,118 grant received in August 2024 for the New Housing Missioner role in the year 2024-2025. We also received a contribution of £22,000 in advance from Charing towards the ongoing employment of local lay pastor, Mr Dwight Harris, from September 2024-August 2025.


South Kent Methodist Circuit No: 36/25

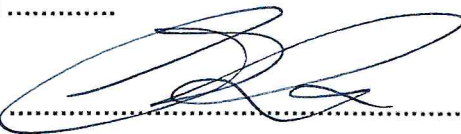
### Declarations and Scrutiny

I confirm that these accruals-based accounts for the year to 31 August 2024 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer .....  ..... Date 25/6/25

Name and address of treasurer  
MR DAVID TOCHER  
20 SPELDHURST CLOSE  
ASHFORD  
KENT  
TN23 5TJ

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

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

Name of the Chair of the meeting REVD ADRIAN ROUX Date 26/6/2025

### Independent Examiner's Report to the Trustees of the South Kent Methodist Circuit Charity Number 1159742

#### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the South Kent Methodist Circuit for the year ended 31 August 2024 set out on pages 1 to 11. As the Circuit'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 Circuit'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

### South Kent Methodist Circuit No: 36/25

#### Independent Examiner's Statement

[The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of

..... (insert name of applicable listed body)]. Delete [ ] if not applicable.

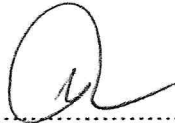
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination *Delete if not applicable ie all R&P accounts*
- the trustees' annual report is not consistent with the accounts *Delete if not applicable ie all R&P accounts.*

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

ANDREW TUCK

Relevant professional qualification of independent examiner

*FCA*

Name of firm (where appropriate)

Chandler Tuck Chartered Accountants  
1<sup>st</sup> Floor  
30 North Street  
Ashford, Kent  
TN24 8JR

Date

*26/6/25*

\* delete or circle as appropriate

**Appendix 1 - Trustees of the South Kent Methodist Circuit**  
**Registered Charity Number: 1159742**

	Name	Name	Church/Circuit	Role
1	Abasolo-Munnery	Geoff	CIRCUIT	Minister
2	Andrews	Yvonne	HYTHE	Rep.
3	Bird	Liz	ST ANDREWS	Steward
4	Blanch	Andrew	VALLEY CHURCH	Rep.
5	Blanch	Philip	VALLEY CHURCH	Treasurer
6	Brumwell	Joy	CIRCUIT	Preachers' Meeting rep
7	Carter	Janet	CIRCUIT	Circ Steward & Hamstreet
8	Challoner	David	UCA	Treasurer
9	Donovan	Angela	HEADCORN	Treasurer
10	Ewart-James	Alan	HYTHE	Treasurer
11	French	Stewart	UCA	Steward
12	Giles	Rachel	CIRCUIT	Circ Steward & Safeguarding Officer
13	Grabham	Noel	CIRCUIT	Circ Steward & Headcorn & Synod Rep
14	Harden	David	SHADOXHURST	Treasurer
15	Harden	Pauline	SHADOXHURST	Rep. (& Connex Funds)
16	Harris	Dwight	CIRCUIT	Lay Pastor & Synod Rep
17	Harris	Jeanette	ST ANDREWS	Treasurer
18	James	Sue	CHARING	Treasurer
19	Kirkland	Elaine	HAMSTREET	Rep
20	Lewis	Tom	CIRCUIT	New Housing Missioner & Synod Rep
21	MacGregor	Sally	UCA	Rep.
22	Newell	Martin	VALLEY CHURCH	Rep
23	Peach	Malcolm	CIRCUIT	Minister
24	Pearson	Colin	DISTRICT	District Rep
25	Preston	Terry	MARSH CHURCH	Rep.
26	Redding	Val	CIRCUIT	Grace Court Chaplain
27	Richards	David	MARSH CHURCH	Rep.
28	Roux	Adrian	CIRCUIT	Superintendent Minister & Chair of Trustees
29	Sharp	Susie	ST ANDREWS	Rep
30	Shipton	Dudley	CIRCUIT	Preachers' Meeting rep
31	Slater	Christine	CIRCUIT	Preachers' Meeting rep
32	Smith	David	HAMSTREET	Steward
33	Songer	David	CIRCUIT	Preachers' Meeting Rep
34	Songer	Gill	CIRCUIT	Minister
35	Talbot	Elizabeth	CIRCUIT	Circuit Steward & Synod Rep
36	Tocher	David	CIRCUIT	Circuit Steward - Treasurer
37	Walls	Rosemary	HYTHE	Steward

**SOUTH KENT METHODIST CIRCUIT**

England & Wales - Charity number 1159742

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# Accounts

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# Trustees Annual Report & Accounts (Accruals basis)

(year end 31.8.2023)

Methodist Church South East District Circuit No: 36/25

**Name of Charity:** South Kent Methodist Circuit

**Charity Registration Number:** 1159742      **Date of registration:** December 2014

**Address of Charity:** South Kent Circuit Office  
St Andrew's Methodist Church  
Surrenden Road  
Folkestone  
CT19 4DY

## **Structure, Governance and Management:**

The South Kent Circuit forms part of the South East District of the Methodist Church and is governed by the Constitutional Practice and Discipline of the Methodist Church. With effect from December 2014 the Circuit has been registered as a Charity with the Charity Commission. The following Methodist Churches are linked to the Circuit:

Charing, Dymchurch, Elham, Hamstreet (this is a Methodist/Anglican ecumenical partnership), Headcorn (meeting in a community hall), Hythe, Lydd, Lyminge, New Romney, Rhodes Minnis, Shadoxhurst, Tenterden, St Andrews Cheriton, United Church Ashford (this is one united URC and Methodist church, meeting on 2 sites at Cade Road Ashford and Kennington).

## **Trustees:**

The Trustees of the Circuit are the members of the South Kent Methodist Circuit Meeting, which meets twice a year - this includes the following people:

**Chair:** Revd. Helen Hollands (Superintendent Minister)

**Other Ministers:** Revd. Dr. Paul Dean (to 8/23), Revd. Malcolm Peach (to 8/23), Revd Gill Songer, Revd Geoff Abasolo-Munnery (from 4/2023)

**Circuit Finance Officer:** Mrs Lisa Cooper (non voting member) **Circuit Treasurer:** Mr David Tocher

**Circuit Stewards:** Mrs Elizabeth Talbot (Senior Circuit Steward), Mrs Janet Carter, Mrs Rachel Giles, Mr Noel Grabham, Mr David Tocher

### Other members:

Each church within the Circuit elects up to 3 representatives to the Circuit Meeting; some by virtue of the role they hold (i.e. church treasurer and steward/secretary) plus one other representative elected by the Church Council. Upon appointment they become Trustees of the Circuit. Various other Circuit Officers are also members of the Circuit Meeting as per the requirements of Methodist Standing Orders, these members are appointed by the Circuit Meeting. The Leaders of Worship and Preaching (LWP) meeting appoints representatives from within their number to the Circuit Meeting and they also become trustees. Retired ministers living in the area can opt to be a trustee if they wish. Some members are members by virtue of their role within the South East District.

A full list of trustees including those appointed by churches, other committees, or those who hold Circuit or District office is attached at the end of this report. (Appendix 1).

Circuit Co-ordinator: Mrs Lisa Cooper is a non-trustee who manages the day-to-day running of the finances of the South Kent Methodist Circuit. She is a non-voting member of the Circuit Meeting who takes the minutes.

Circuit Property Officer: Mr Kevin Miles, non-voting member

Throughout the year, in between full meetings of the Trustees, The Circuit Leadership Team (CLT) meets regularly to manage the running of the Circuit.

### The Circuit Leadership Team consists of:

The Chair of the Circuit Meeting (Revd. H Hollands), all other Ministers, all Circuit Stewards, and lay employees Mr Tom Lewis, Mrs Lisa Cooper and Mr Kevin Miles.

### **Statement of Trustees' Responsibilities :**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities have been followed
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that activities will continue

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the South Kent Methodist Circuit. The Charity's annual report and accounts for the year ended 31st August 2023 have been prepared in accordance with the Charities Act 2011 and the Charities Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard (FRSSE). The Trustees are also responsible for taking reasonable steps to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

## **Financial Information:**

The South Kent Methodist Circuit holds Bank accounts with the following Banks:

The Co-operative Bank PO Box 250, Delf House, Southway, Skelmersdale WN8 6WT	Central Finance Board of the Methodist Church 9 Bonhill St London EC2A 4PE (Investment Banker)	Trustees for Methodist Church Purposes Central Buildings Oldham Street Manchester M1 1JQ (Investment Banker)
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## **Independent Examiner:**

Andrew Tuck, Chandler Tuck (Chartered Accountants)  
1<sup>st</sup> Floor, 30 North Street, ASHFORD, Kent, TN24 8JR

## **Public Benefit - Objectives and Activities:**

The trustees have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. All our activities are undertaken to further our charitable purposes for the public benefit. We aim to enable ordinary people to live out their faith as part of their churches and local communities through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in their vicinity.
- Missionary and outreach work.

This is in line with the Mission Statement of the South Kent Methodist Church which states:

### *Mission Statement:*

The South Kent Methodist Circuit exists to enable its local churches and ecumenical partnerships to offer Christian witness, worship and work in their local communities.

We seek to build up our sense of togetherness as one in Christ, offering the love of God and guided by the Holy Spirit.

### *To that end and under-girding all things in prayer, our Priorities are:*

1. To facilitate worship in churches and other venues such as Grace Court (MHA home) in Folkestone.
2. To nurture and resource individuals, groups and churches to discern and fulfil their God-given gifts and callings, within a safe space.
3. To give guidance and direction for the future of Methodism in this area, within the South East District and the whole Connexion.
4. To expand and explore every opportunity to work with ecumenical partners and other like-minded agencies in areas of church and community life.
5. To work alongside and support the work of MHA at Grace Court, Folkestone and the John Wesley School in Ashford.

## **Review of the year and plans for future periods:**

The South Kent Methodist circuit has continued to resource the churches and enable the continued provision of public worship and church related activities across the South Kent area. Where possible we work with our ecumenical partners. The circuit also offers ongoing support to local managing trustees in their responsibilities which includes property maintenance, administrative support, safety, risk assessments and other matters such as safeguarding and GDPR. The circuit also encourages engagement with local communities to the benefit and wellbeing of residents.

This has been another year of transition and change following the effects of the pandemic. We continued to offer online and in person worship across the circuit including an ongoing circuit podcast and zoom fellowship and study meetings during the week. We still hold some business meetings online and we also distribute a printed worship sheet each week to a number of members who are unable to attend worship in person.

The circuit staff team has undergone some changes during 2022/2023. In April 2023, Revd Geoff Abasolo-Munnery was appointed as the Anglican priest at our Local Ecumenical Partnership (LEP) in Hamstreet. Our probationary minister, Revd Gill Songer, was ordained in June 2023, and a good number of friends from the circuit travelled to support Gill at Coventry Cathedral on that day. Our URC colleague Revd Dr Paul Dean retired at the end of August 2023 as did the Revd Malcolm Peach. These part time appointments were replaced with the Revd Adrian Roux who was appointed full-time from 1<sup>st</sup> September 2023, initially for one year.

Mr Tom Lewis continues to work as a missionary in the circuit and in the wider Methodist district, particularly focused in the Chilmington area of Ashford and providing ongoing activities for the John Wesley School. He facilitates a range of activities for children and young people and their families. This work is funded from the sale of closed churches and by the Methodist South-East District with an additional contribution from the United Reformed Church. Mr Lewis works alongside colleagues in the Anglican and URC churches to build community and enrich the lives of those moving onto the new estate. The meeting of the circuit trustees in September 2022 resolved to extend his appointment by a further 3 years running from September 2025-August 2028. This is being funded with money from the sales of closed church buildings and the Methodist district. The circuit also appointed a Local Lay Pastor, Mr Dwight Harris, to serve the circuit from 1<sup>st</sup> September 2023, with a particular emphasis on pastoral care and missional engagement in the village of Charing. This is initially a 3-year appointment and is being funded by sales of church buildings and by a legacy left to the church in Charing.

During the year we sold 3 redundant church buildings at Appledore, Headcorn and Wye. The money from these sales has been ringfenced in various ways – some of it towards ongoing funding of the missionary post and the new lay pastor post, some of it towards the replacement/rebuilding project in Folkestone, and some of it into a fund for Mission to which the local churches can apply for grants to help fund new initiatives in and for the benefit of their local communities. As part of its ongoing mission to help those in our communities the circuit also increased its annual donation to the hardship fund at the John Wesley Primary School in Ashford, which assists lower income families with paying for school uniform, trips, and provides food parcels in emergencies.

Three of our churches in the Romney Marsh area, New Romney, Lydd and Dymchurch have united under a shared church council which encourages a more unified approach in that part of the circuit.

We are still exploring, alongside other charitable partners, the possibilities for rebuilding on our site in Folkestone town centre. We hope to rebuild a church and community centre as well as offering some provision of emergency accommodation for rough sleepers in a second building to the rear of the site. This is in partnership with the Folkestone Rainbow Centre and is a work in progress, we look forward to discovering what the future brings for these premises.

We are continuing to use the surplus funds from the sale of the manse in Hythe to upgrade the replacement manse in Dymchurch, and we are anticipating a major redevelopment of the garage and studio room over the next year or so, to provide a better study with a WC facility for visitors, and an additional bedroom.

We continue to support a Syrian family who are housed via Ashford Borough Council in one of our manses in Tenterden.

We continue to support local preachers and worship leaders within the circuit in terms of ongoing development, including training days and regular meetings. We have several people who are currently training to lead worship. We also provide worship material and a podcast for churches to lead their own services on occasions when there is not a preacher available.

We enjoy strong links with the John Wesley School in Ashford and provide 4 Foundation governors to the governing body. Circuit staff also lead Collective worship and other activities at the school including a monthly Messy Church attended by up to 80 people. Mr Lewis ran another very successful holiday club at the school in July 2023, along with a seaside trip to Dymchurch.

We are delighted that there is other ongoing work with children and families at our church in Lyminge, via regular 'Open the Book' assemblies. We also offer provision for families during school holidays at Kennington in Ashford, where a morning of games and a free lunch is provided, on a rota with other local churches and supported by Ashford Borough Council.

We are committed to working with MHA supported housing at Grace Court in Folkestone and provide a lay chaplain, Mrs Val Redding, who serves the spiritual needs of the residents there including a regular act of worship and engaging in activities.

The circuit continues to focus on care of our communities, churches and staff. We hope to offer meaningful worship both in person and online, to encourage well-being for all, and to serve our communities, including children, families and older people, as best we can.

### **Principal Funding Sources:**

The Circuit's main source of income is the Circuit assessment that each church is asked to provide to enable the Circuit to cover its expected running costs. In the year ending August 2023 the circuit received £ 205,143 in assessments from the churches of the circuit, and a further £ 43,152 of assessment paid in advance in August 2023, for the following year and counted in creditors. We received a contribution of £14,770 from the South East District towards the cost of one minister's stipend. We received grants totalling £26,740 towards the missional post at Chilmington and we also received rental income amounting to £12,600 for the letting of one of our unused manses to a Syrian refugee family through Ashford Borough Council and the Government refugee relocation scheme. This is in line with the objectives of our charity and the tenancy is agreed on an ongoing basis.

Our total expenditure for the year, incurred in relation to our charitable activities amounted to £ 403,016 of which the stipends and salaries paid to the ministers and lay staff (including pensions and NIC) amounted to £195,717. A further stipends payment of £10,452 was paid in advance for the September 2023 stipends and has been counted in debtors.

Other expenditure includes the amounts we are asked to contribute to the Connexional and District administration of the Methodist Church (£30,561 and £ 8,831 respectively), reimbursement of trustees expenses, repair and maintenance of manses, property inspections, grants to local churches, and general administrative costs. The annual end of year levy applied against monies held in our MTF account with the Trustees for Methodist Church Purposes (TMCP) in this year was £10,162. This is a percentage of funds held at the end of each year which is redistributed to other Circuits and Churches via our internal grant giving systems.

There are no long-term investments held by the Circuit. Interest on funds totalled £23,030 across all accounts.

## **Reserves Policy:**

The following reserves policy is approved by the Circuit meeting:

### Reserves Policy for General Funds:

Under Standing Orders the Circuit must be able to meet its financial obligations in relation to the support of its Ministers and the maintenance of the manses. The total general running costs for the last financial year were about £250,000 (not including the grants and levy from the MTF account). Our policy is to hold at least six month's expenditure in hand (£125,000).

### Reserves Policy for Restricted Funds:

Money held in the Model Trust Fund is from the sale of manses and churches and its use is restricted by conference. Our policy regarding this money is as follows:

- Proceeds from the sale of manses will be spent on the improvement, upkeep and potential replacement of manses
- Some proceeds from the sales of church premises are held as a fund for property grants, to assist local churches with maintenance issues
- Some proceeds from church sales are ringfenced for the future redevelopment of our site in Folkestone
- Some proceeds from church sales are ringfenced for funding our missional lay employee posts in future years
- Some proceeds from church sales are ringfenced as the new Circuit Mission Fund (see below) to encourage and resource our local churches to try new initiatives in their communities, in line with the circuit mission policy

## **Grant-making Policy:**

The South Kent Methodist Circuit maintains a policy for providing grants to churches within the Circuit. Applications are assessed on how much they are likely to further the Circuit's and local church's mission. As a rough guide the Circuit will consider supporting a project for up to 1/3<sup>rd</sup> of the total cost. As a Christian organisation we also on occasion make donations to local charitable causes which are in keeping with our charitable purposes. These requests are brought to the Circuit Meeting/or CLT and agreed on by a majority vote.

## **Circuit Mission Fund:**

In March 2023 the Circuit Trustees ringfenced £50,000 from the sales of closed churches to be used for grants for new Missional activities in the local churches and their communities, looking at what the needs of their local communities might be and how the church might aim to meet them. A panel of 3 trustees was appointed to oversee decisions regarding applications received.

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## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31/8/23

	NOTES	UNRESTRICTED FUNDS (CFB & CO-OP)	RESTRICTED FUNDS (MTF ACCOUNT)	Yr end Aug 2023	Yr end Aug 2022
<b>INCOME:</b>	3	£	£	£	£
GRANTS	6	26,740	0	26,740	36,400
DONATIONS	4	15,061	0	15,061	7,235
CHARITABLE ACTIVITIES					
i) CIRCUIT ASSESSMENT	5	205,143	0	205,143	197,326
INVESTMENTS - INTEREST	7	5,506	17,523	23,030	1,910
OTHER -					
i) RENT FROM MANSE	6	12,600	0	12,600	12,600
ii) DISTRICT CHAIR STIPEND	6	14,770	0	14,770	14,190
iii) STAFF LEAVING COLLECTIONS		1,539	0	1,539	0
iv) DONATIONS TO FOLKESTONE PROJECT		942	0	942	0
v) REFUND OF ACV/SALES COSTS		19,325		19,325	
<b>TOTAL INCOME</b>		<b>301,626</b>	<b>17,523</b>	<b>319,149</b>	<b>269,661</b>
<b>EXPENDITURE:</b>	3	£	£	£	
STIPENDS, NIC & PENSIONS	10	195,717.46	0	195,717	184,568
DISTRICT ASSESSMENT		8,831	0	8,831	8,339
METHODIST CHURCH FUND		30,561	0	30,561	31,056
TRAVEL		12,049		12,049	11,049
PHONE & INTERNET		4,409	0	4,409	4,147
INSURANCE		5,744	0	5,744	6,706
MANSES					
i) REPAIRS & MAINTENANCE		38,255	0	38,255	24,098
ii) COUNCIL TAX		8,763		8,763	8,985
iii) WATER RATES ETC		2,441		2,441	2,645
ADMIN					
i) POSTAGE, PRINTING & STATIONERY ETC.		12,069		12,069	22,334
ii) PROPERTY INSPECTIONS		11,245		11,245	9,220
iii) REMOVAL COSTS		5,611	0	5,611	1,114
iv) OTHER CIRCUIT ADMIN			735	735	439
GRANTS & DONATIONS		16,494	17,000	33,494	2,600
STAFF LEAVING COLLECTIONS		1,539	0	1,539	0
OTHER i) LEAVING GIFTS		196	0	196	55
ii) MISSIONAL (NHM)		6,685	0	6,685	7,015
END YEAR LEVY-DIST ADVANCE FUND		0	10,162	10,162	4,922
FOLKESTONE PROJECT FEASIBILITY STUDY		14,510	0	14,510	1,983
DONATION TO MINISTERS PENSION FUND		0	0	0	12,150
<b>TOTAL EXPENDITURE</b>		<b>375,119</b>	<b>27,897</b>	<b>403,016</b>	<b>343,425</b>
NET INCOME (-EXPENDITURE)		-73,493	-10,374	-83,867	-73,764
NET TRANSFERS BETWEEN ACCOUNTS		98,694	-98,694	0	0.00
<b>EXTRAORDINARY INC/EXP, SEE BALANCE SHEET</b> <b>(Re: Sale of 3 chapels)</b>		<b>0</b>	<b>483,925</b>	<b>483,925</b>	<b>202,179</b>
FUNDS BROUGHT FORWARD 1/9/22		168,306	257,934	426,240	297,825
FUNDS CARRIED FORWARD AT 31/8/23		193,507	632,791	826,298	426,240
PLUS FIXED ASSETS FROM NEXT PAGE				1,812,423	2,359,036
<b>TOTAL ASSETS CARRIED FORWARD 31/8/23</b>				<b>2,638,721</b>	<b>2,785,276</b>

## Balance sheet for year ending

31st August 2023

## TANGIBLE FIXED ASSETS

Manses	at Aug 2023	at Aug 2022
142 CHERITON ROAD	355,490	327,336
87 LOWER QUEENS ROAD	352,197	324,303
WINDOVER	353,057	325,095
2 DISCOVERY DRIVE	283,377	260,934
30 HIGH KNOCKE	403,362	371,416
WYE CHAPEL	SOLD MAR 2023	749,952
HEADCORN CHAPEL	SOLD NOV 2022	NA
APPLEDORE CHAPEL	SOLD OCT 2022	NA
FOLKESTONE METHODIST	65,000	NA
<b>TOTAL FIXED ASSETS</b>	<b>1,812,483</b>	<b>£2,359,036</b>

Headcorn & Appledore chapels came into circuit care while still insured by the local trustees and were sold immediately  
Folkestone is in circuit care pending rebuilding - insured on the basis of site clearance not reinstatement

	MANSES	CHAPELS	TOTAL
<b>Brought Forward</b>	£1,609,084.00	£749,952.00 (Wye)	£2,359,036.00 2022
<b>Revaluation+/-</b>	£138,339.00	£65,000.00 (+Folkestone)	
		-£749,952.00 (-Wye)	
<b>Carried forward</b>	£1,747,423.00	£65,000.00	<b>£1,812,423.00</b> 2023

Three churches were sold during the year.

The sales are detailed below and shown as extraordinary income on the SOFA.

<b>TOTAL FIXED ASSETS CARRIED FORWARD</b>	<b>£1,812,423.00</b>
---	----------------------

## Extraordinary Income &amp; Expenditure - Sales of 3 church buildings

	APPLEDORE	HEADCORN	WYE	
Sale price + sundries	220,950	177,099	332,000	
Fee/copy title etc	-6	-6	-15	
Auctioneer commission	-7,954	N/A	-11,952	
Solicitor fees	-996	-2,136	-1,116	
Reimbursed expenses	0	-12,690	-6,635	-19,325 already listed as income on SoFA
<b>Bal remitted to TMCP</b>	<b>211,994</b>	<b>162,267</b>	<b>312,282</b>	
<b>Levy deducted</b>	<b>-60,798</b>	<b>-40,907</b>	<b>-100,913</b>	
				<b>TOTAL</b>
<b>extraordinary income from building sales = Income - Expenditure</b>	<b>151,196</b>	<b>121,360</b>	<b>211,369</b>	<b>483,925</b>

(see SoFA)

<b>CURRENT ASSETS</b>	DEBTORS & PREPAYMENTS	10,452	prepaid stipends Aug 2023
	CASH AT MTF ACCOUNT (Main)	626,851	from statement
	CASH AT MTF ACCOUNT (MW)	5,943	from statement
	CASH AT CFB Manse	65,694	from statement
	CASH AT CFB Main	169,697	from statement
	CASH AT CO-OP ACCOUNT	39,189	from statement
	CASH IN HAND (UNCLEARED CREDITS)	5,227	uncleared income Aug 2023
		<u>923,052</u>	<b>A</b>
	<b>CREDITORS &amp; ACCRUALS</b>		
	CREDITORS	43,152	prepaid assessments August 2023
	CREDITORS	53,602	prepaid grant for NHM role & Charing LLP funding (in CFB account)
	UNCLEARED PAYMENTS	0	uncleared cheques at end of yr
		<u>96,754</u>	<b>B</b>
<b>NET CURRENT ASSETS (A-B)</b>		<b>826,298</b>	<b>as at SOFA</b>
<b>FIXED ASSETS (FROM ABOVE)</b>		<u><b>1,812,423</b></u>	
<b>TOTAL ASSETS</b>		<u><b>2,638,721</b></u>	<b>as at SOFA</b>

The notes form part of these financial statements.

**SOUTH KENT METHODIST CIRCUIT**      **Registered Charity number 1159742**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2023**

**1. Basis of accounting :**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – The Charities SORP (FRSSE) – in replacement for the SORP’s 2005 version specified in its related 2008 Regulations and in accordance with the ‘true and fair override’ provision contained therein.

**2. Funds :**

The Circuit has restricted and unrestricted funds. Most of its income is unrestricted and can be used for the day to day furtherance of the charity’s aims. Money from the sale of properties is restricted funds held in the Model Trust Fund accounts and its use is regulated by the Trustees for Methodist Church Purposes (TMCP) in Manchester in accordance with our Standing Orders.

**3. Accounting Policies :**

**Basis:** These accounts have been prepared on the basis of historical cost.

**Income Recognition :** Income is included in the Statement of Financial Activities (SOFA) when: the Circuit becomes entitled to the resources; the trustees are reasonably certain they will receive the resources; the monetary value can be measured with sufficient reliability. The majority of the charity’s income comes from the churches which comprise the Circuit.

**Resources Expended :**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

**VAT :**

Since the Circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Circuit :**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £1000. They are valued at cost or a reasonable value on receipt. Where cost is not available, the Circuit Meeting may provide a reasonable estimate of cost or of the current value to the circuit. Our estimates are based on insurance values of the manses and, when relevant, disused churches in the Circuit’s care. The properties have been reviewed for impairment.

**Debtors and Prepayments :**

Relates to the payment taken for September 2023 stipends in August 2023.

**Creditors :**

Creditors relates to the 1st quarter assessments for September-November 2023, received in August 2023 from the Circuit churches, and to a grant also received in advance for the following year.

#### 4. Donations :

The Circuit received funds in the form of donations amounting to £15,061 (£7,235 in the previous financial year). A significant portion of this (£10,533) was from the closure of the Appledore bank accounts, £2,671 from the closure of Folkestone bank account and the remainder was small donations from individual donors, including gift aid.

#### 5. Charitable Activities:

The majority of the charity's income is from the Circuit Assessments paid by the churches as follows –

Church	Advance payment August 2022	Total for 2022-23 (including Aug 2022)	Advance payment August 2023
Appledore	£700	£700	CLOSED
Charing	£33,289	£43,156	£3,289
Dymchurch	£1,989	£7,956	£1,989
Elham	£2,936	£11,744	£2,936
Folkestone	£2,000	£4,000	CLOSED
Hamstreet	£1,950	£7,800	£1,950
Headcorn	£1,404	£5,616	£1,404
Hythe	£5,102	£20,408	£5,102
Lydd	£1,000	£4,000	£1,000
Lyminge	£2,026	£8,104	£2,026
New Romney	£1,679	£4,829	£1,050
Rhodes Minnis	£1,000	£4,000	£2,000
Shadoxhurst	£2,215	£8,861	£2,215
St Andrews	£6,750	£29,721	£7,657
Tenterden	£3,286	£13,144	£3,286
UCA	£7,248	£31,104	£7,248
<b>TOTALS</b>	<b>£74,574</b>	<b>£205,143</b>	<b>£43,152</b>

#### 6. Other Income :

The circuit received grants of £26,740 towards the costs of the New Housing Missioner role.

The Circuit received a contribution of £14,770 from the South East District towards the stipend of a minister who works part time for the District.

The Circuit received rent income of £12,600 from the letting of one of the manses. This manse is not held for the purposes of generating an income and therefore the Circuit does not consider it an investment property as it is held for the long term purposes of the charity.

#### 7. Investment Income :

Interest	2023	2022
Interest received from Model Trust Fund	17,523	1,406
Interest received from CFB account	5,506	504
Interest received from current account (Co-op)	nil	nil
<b>Total</b>	<b>23,030</b>	<b>1,910</b>

## 8. Payment to Trustees :

No payments were made to Trustees for additional services provided to the Circuit.

11 trustees were reimbursed expenses relating to travel, postage, stationery, manse repairs, phone & internet costs

	2023	2022
Number of trustees reimbursed	11	11
Total amount reimbursed	£17,890	£18,476

## 9. Fees for examination of the accounts :

Independent examiner's fees for reporting on the Accounts:

	2023	2022
	£240	£218

## 10. Paid Employees :

The Circuit had 3 paid lay employees this year. Mrs Lisa Cooper, Mr Kevin Miles and Mr Thomas Lewis.

The stipend, employer's NIC and employer's pension contributions of the Ministers are paid by the Methodist Connexion (and by the United Reformed Church in the case of Revd. P Dean). The Circuit provides funds to meet the cost. The Supreme Court held in 2014 that Methodist ministers are not employees of the church. However, when dealing with NI Contributions and pension contributions, the terms 'employer' and 'employee' are used as they would be in an employing body.

<b>STIPENDS &amp; SALARIES FOR THE YEAR 2022-2023</b>	
STIPENDS	163,856
NIC	11,848
PENSIONS	18,844
APPRENTICE LEVY/ADMIN	1,169
<b>TOTAL</b>	<b>195,717</b>

**11. Debtors:** £10,452 - relating to the payment taken in August for the Ministers' September stipends

**12. Creditors :** £43,152 relating to the receipt in advance of the September-November quarterly Circuit Assessment from the churches in the Circuit and a £15,801 grant received in August 2023 for the New Housing Missioner role in the year 2023-2024. An error caused this grant to be duplicated and the excess was repaid in Sept 2023. We also received a contribution of £22,000 from Charing towards the employment of a new lay pastor from September 2023.

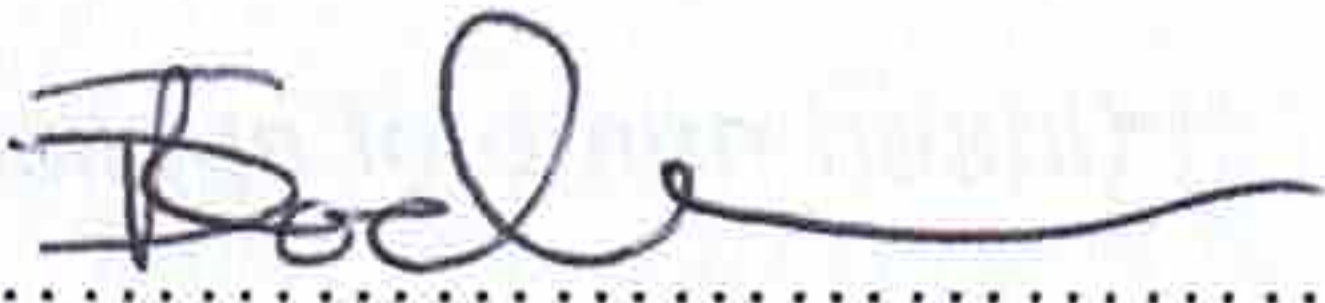
## Appendix 1 - South Kent Methodist Circuit Trustee List

	Name	Name	Church/Circuit	Role
1	Abasolo-Munnery	Geoff	CIRCUIT	MINISTER
2	Andrews	Yvonne	HYTHE	Rep.
3	Andrews	Daphne	ELHAM & RH MIN	Treasurer
4	Bains	Elva	TENTERDEN	Steward
5	Bird	Liz	ST ANDREWS	Steward
6	Blanch	Andrew	LYMINGE	Rep.
7	Blanch	Philip	LYMINGE	Treasurer
8	Brumwell	Joy	CIRCUIT	LP Meeting rep
9	Carter	Janet	CIRCUIT	Circ Steward & Hamstreet
10	Challoner	David	UCA	Treasurer
11	Cooper	Jeremy	SHADOXHURST	Treasurer
12	Donovan	Angela	HEADCORN	Treasurer
13	Ewart-James	Alan	HYTHE	Treasurer
14	French	Stewart	UCA	Steward
15	Giles	Rachel	CIRCUIT	Circ Steward & SG Officer
16	Grabham	Noel	CIRCUIT	Circ Steward & Headcorn & Synod Rep
17	Hammond	Elizabeth	TENTERDEN	Rep
18	Harden	David	SHADOXHURST	Steward
19	Harden	Pauline	SHADOXHURST	Rep. (& Connex Funds)
20	Harris	Dwight	CIRCUIT	Lay Pastor & Synod Rep
21	Harris	Jeanette	ST ANDREWS	Treasurer
22	Hollands	Helen	CIRCUIT	MINISTER (Chair of Trustees)
23	Hollands	Roy	DISTRICT	District Rep
24	James	Suzie	CHARING	Treasurer
25	Kirkland	Elaine	HAMSTREET	Rep
26	Lewis	Tom	CIRCUIT	New Housing Missioner & Synod Rep
27	MacGregor	Sally	UCA	Rep.
28	Newell	Martin	ELHAM & RH MIN	Treasurer
29	Peach	Malcolm	CIRCUIT	MINISTER
30	Pearson	Colin	DISTRICT	District Rep
31	Preston	Terry	MARSH CHURCH	Rep.
32	Redding	Val	CIRCUIT	Grace Court Chaplain
33	Richards	David	MARSH CHURCH	Rep.
34	Roux	Adrian	CIRCUIT	MINISTER
35	Sharp	Susie	ST ANDREWS	Rep.
36	Shipton	Dudley	CIRCUIT	LP Meeting rep
37	Slater	Christine	CIRCUIT	LP Meeting rep
38	Smith	David	HAMSTREET	Steward
39	Songer	David	CIRCUIT	LP Meeting Rep
40	Songer	Gill	CIRCUIT	MINISTER
41	Talbot	Elizabeth	CIRCUIT	Circuit Steward & Synod Rep
42	Tocher	David	CIRCUIT	Circuit Steward - Treasurer
43	Verso	Bridget	MARSH CHURCH	Treasurer
44	Walls	Rosemary	HYTHE	Steward

South Kent Methodist Circuit No: 36/25

## Declarations and Scrutiny

I confirm that these accruals-based accounts for the year to 31 August 2023 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer .....  ..... Date 25/6/24 .....

**Name and address of treasurer**

MR DAVID TOCHER  
20 SPELDHURST CLOSE  
ASHFORD  
KENT  
TN23 5TJ

**Presentation to the Circuit meeting**

I confirm that the annual report and accounts for the year ended 31 August 2023 were/will be\*  
presented to the Circuit meeting held on **20<sup>th</sup> March 2023**

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

Name of the Chair of the meeting      **REVD HELEN HOLLANDS**      Date 25/6/24 .....

### Independent Examiner's Report to the Trustees of the South Kent Methodist Circuit

Charity Number 1159742

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the South Kent Methodist Circuit for the year ended 31 August 2023 set out on pages 1 to 12. As the Circuit'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 Circuit'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

# South Kent Methodist Circuit No: 36/25

## Independent Examiner's Statement

[The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of

..... (insert name of applicable listed body)]. Delete [ ] if not applicable.

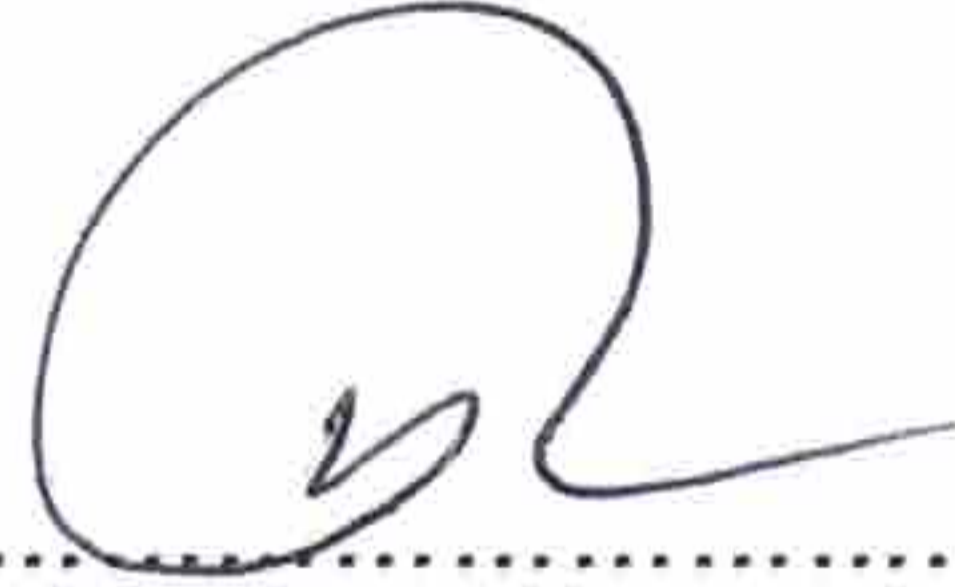
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination *Delete if not applicable ie all R&P accounts*
- the trustees' annual report is not consistent with the accounts *Delete if not applicable ie all R&P accounts.*

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

ANDREW TUCK

Relevant professional qualification of independent examiner

FCA

Name of firm (where appropriate)

Chandler Tuck Chartered Accountants  
1<sup>st</sup> Floor  
30 North Street  
Ashford, Kent  
TN24 8JR

Date

25/06/2024

\* delete or circle as appropriate

**SOUTH KENT METHODIST CIRCUIT**

England & Wales - Charity number 1159742

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# Accounts

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# Trustees Annual Report & Accounts (Accruals basis) (year end 31.8.2022)

Methodist Church South East District Circuit No: 36/25

**Name of Charity:** South Kent Methodist Circuit  
**Charity Registration Number:** 1159742 **Date of registration:** December 2014  
**Address of Charity:** South Kent Circuit Office  
St Andrew's Methodist Church  
Surrenden Road  
Folkestone  
CT19 4DY

## **Structure, Governance and Management:**

The South Kent Circuit forms part of the South East District of the Methodist Church and is governed by the Constitutional Practice and Discipline of the Methodist Church. With effect from December 2014 the Circuit has been registered as a Charity with the Charity Commission. The following Methodist Churches are linked to the Circuit:

Appledore (closed 31/8/22), Charing, Dymchurch, Elham, Folkestone, Hamstreet (this is a Methodist/Anglican ecumenical partnership), Headcorn, Hythe, Lydd, Lyminge, New Romney, Rhodes Minnis, Shadoxhurst, Tenterden, St Andrews Cheriton, United Church Ashford (this is one united URC and Methodist church, meeting on 2 sites at Cade Road Ashford and Kennington).

## **Trustees:**

The Trustees of the Circuit are the members of the South Kent Methodist Circuit Meeting, which meets twice a year - this includes the following people:

**Chair:** Revd. Helen Hollands (Superintendent Minister)  
**Other Ministers:** Revd. Dr. Paul Dean, Revd. Malcolm Peach, Revd Gill Songer  
**Circuit Finance Officer:** Mrs Lisa Cooper (non voting member) **Circuit Treasurer:** Mr David Tocher  
**Circuit Stewards:** Mrs Elizabeth Talbot (Senior Circuit Steward), Mrs Janet Carter, Mrs Rachel Giles, Mr Noel Grabham, Mr David Tocher

### Other members:

Each church within the Circuit elects up to 3 representatives to the Circuit Meeting; some by virtue of the role they hold (i.e. church treasurer and steward/secretary) plus one other representative elected by the Church Council. Upon appointment they become Trustees of the Circuit. Various other Circuit Officers are also members of the Circuit Meeting as per the requirements of Methodist Standing Orders, these members are appointed by the Circuit Meeting. The Leaders of Worship and Preaching (LWP) meeting appoints representatives from within their number to the Circuit Meeting and they also become trustees. Retired ministers living in the area can opt to be a trustee if they wish. Some members are members by virtue of their role within the South East District.

A full list of trustees including those appointed by churches, other committees, or those who hold Circuit or District office is attached at the end of this report. (Appendix 1).

Circuit Co-ordinator: Mrs Lisa Cooper is a non-trustee who manages the day-to-day running of the finances of the South Kent Methodist Circuit. She is a non-voting member of the Circuit Meeting who takes the minutes.

Throughout the year, in between full meetings of the Trustees, The Circuit Leadership Team (CLT) meets regularly to manage the running of the Circuit.

### The Circuit Leadership Team consists of:

The Chair of the Circuit Meeting (Revd. H Hollands), all other Ministers, all Circuit Stewards, and lay employees Mr Tom Lewis, Mr Roy Hollands (part year), Mr Kevin Miles (part year) and Mrs Lisa Cooper.

### **Statement of Trustees' Responsibilities :**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities have been followed
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that activities will continue

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the South Kent Methodist Circuit. The Charity's annual report and accounts for the year ended 31st August 2022 have been prepared in accordance with the Charities Act 2011 and the Charities Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard (FRSSE). The Trustees are also responsible for taking reasonable steps to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

## Financial Information:

The South Kent Methodist Circuit holds Bank accounts with the following Banks:

The Co-operative Bank  
PO Box 250,  
Delf House, Southway,  
Skelmersdale WN8 6WT

Central Finance Board of the  
Methodist Church  
9 Bonhill St  
London  
EC2A 4PE  
(Investment Banker)

Trustees for Methodist Church  
Purposes  
Central Buildings  
Oldham Street  
Manchester  
M1 1JQ  
(Investment Banker)

## Independent Examiner:

Andrew Tuck, Chandler Tuck (Chartered Accountants)  
1<sup>st</sup> Floor, 30 North Street, ASHFORD, Kent, TN24 8JR

## Public Benefit - Objectives and Activities:

The trustees have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. All our activities are undertaken to further our charitable purposes for the public benefit. We aim to enable ordinary people to live out their faith as part of their churches and local communities through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in their vicinity.
- Missionary and outreach work.

This is in line with the Mission Statement of the South Kent Methodist Church which states:

### *Mission Statement:*

The South Kent Methodist Circuit exists to enable its local churches and ecumenical partnerships to offer Christian witness, worship and work in their local communities.

We seek to build up our sense of togetherness as one in Christ, offering the love of God and guided by the Holy Spirit.

*To that end and under-girding all things in prayer, our Priorities are:*

1. To facilitate worship in churches and other venues such as Grace Court (MHA home) in Folkestone.
2. To nurture and resource individuals, groups and churches to discern and fulfil their God-given gifts and callings, within a safe space.
3. To give guidance and direction for the future of Methodism in this area, within the South East District and the whole Connexion.
4. To expand and explore every opportunity to work with ecumenical partners and other like-minded agencies in areas of church and community life.
5. To work alongside and support the work of MHA at Grace Court, Folkestone and the John Wesley School in Ashford.

## **Review of the year and plans for future periods:**

The South Kent Methodist circuit has continued to resource the churches and enable the continued provision of public worship and church related activities across the South Kent area. Where possible we work with our ecumenical partners. The circuit also offers ongoing support to local managing trustees in their responsibilities which includes property maintenance, administrative support, safety, risk assessments and other matters such as safeguarding and GDPR. The circuit also encourages engagement with local communities to the benefit and wellbeing of local residents.

The year from the 1st September 2021 to 31st August 2022 was a time of transition, particularly as we were emerging from the pandemic and reassessing our resources and capacity as a result. This meant continuing change across the circuit churches, including ongoing plans to sell the church buildings at Headcorn and Wye, and the decision to sell the church building at Appledore was made in July 2022. The small Appledore community continue to meet weekly in a home and transferred their membership to another circuit church at Shadoxhurst. This year we maintained a budget subsidy of £40,000 to assist churches whilst recovering from the impact of the pandemic.

We continued to offer online and in person worship across the circuit including an ongoing circuit podcast and zoom fellowship and study meetings during the week. We held some business meetings online as well as beginning to meet again in person when possible. We continued to benefit from the advice of the national Methodist church throughout this period and beyond.

The circuit staff team have experienced some changes during 2021/2022 including the new ministry of Revd Gill Songer, who began with us as a full-time probationer minister in September 2021, serving the churches in Folkestone and in the Elham Valley. Revd Malcolm Peach continued, on a part time basis, moving to serve as the Methodist minister in Hythe and across the Marsh churches. Mr Tom Lewis continues to work as a missionary in the circuit and in the wider Methodist district, particularly focused in the Chilmington area of Ashford and providing ongoing activities for the John Wesley School - this year this also included community activities for the platinum Jubilee of the late Queen Elizabeth II. In particular, he provides a range of activities for children and young people and their families. This work is funded from the sale of closed churches and by the Methodist South-East District with an additional contribution from the United Reformed Church. Mr Lewis works alongside colleagues in the Anglican and URC churches to build community and enrich the lives of those moving onto the new estate. After Mr Roy Hollands, our circuit property officer left for other employment we appointed Mr Kevin Miles in this role in June 2022. The Revd Helen Hollands was offered an invitation to continue in the circuit for a further 2 years from September 2023. The Revd Dr Paul Dean confirmed that he will retire in the summer of 2023. We began preparation to enter the Methodist stationing process for a new full time presbyter for September 2023.

The circuit completed the sale of a manse in Hythe and purchased a replacement manse in Dymchurch in the autumn of 2021.

Recent national decisions at the Methodist Conference have increased the minimum number of church members in a local church to 12 and this makes a difference to several of our smaller churches who are exploring regrouping with larger churches in the future. As a result, Rhodes Minnis Methodist church became a class of Elham Methodist church and the churches in the Romney Marsh area are working towards a shared church council.

Further to the Methodist Conference in June 2021 churches could also register for same-sex weddings with church council agreement. During this year our churches at Tenterden, Charing, St Andrew's and Lyminge have successfully registered. Registration of our LEP in Ashford is on-going.

Regarding the church building at Folkestone the difficult decision was made to close the premises but rather than sell the building we decided to explore a rebuild alongside other charitable partners. We were awarded feasibility funding from the national Methodist church to explore this possibility and employed an architect to produce drawings for us. This is an exciting new project; we hope to rebuild a church and community centre as

well as social housing to the rear. This is a work in progress, and we look forward to discovering what the future brings for these premises.

We continue to support a Syrian family who are housed via Ashford Borough Council in one of our manses in Tenterden.

We continue to support local preachers and worship leaders within the circuit in terms of training, ongoing development, and regular meetings. We have several people who are currently training to lead worship. We were pleased to celebrate those who have served the church as lay preachers for many years, one man who served for 65 years stepped down this year.

We enjoy strong links with the John Wesley School in Ashford and provide 4 Foundation governors to the governing body. Circuit staff also lead Collective worship and other activities at the school including a monthly Messy Church attended by up to 80 people. Tom Lewis also ran a holiday club at the school in July 2022, which was very well attended, as well as a seaside trip to Dymchurch. The circuit continues to make an annual donation to the hardship fund at John Wesley to assist pupils who need financial assistance with enrichment activities such as school trips. We are also delighted that there is other ongoing work with children and families at our churches in Lyminge, via regular 'Open the Book' assemblies and through provision for families during school holidays at Kennington in Ashford.

We are also pleased to work with MHA supported housing at Grace Court in Folkestone and provide a lay chaplain, Mrs Val Redding, who serves the spiritual needs of the residents there including a regular act of worship and engaging in activities.

The circuit continues to focus on care of our communities, churches and staff, we hope to offer meaningful worship both in person and online, to encourage well-being for all and serve our communities, including children, families and older people, as best we can.

### **Principal Funding Sources:**

The Circuit's main source of income is the Circuit assessment that each church is asked to provide to enable the Circuit to cover its expected running costs. In the year ending August 2022 the circuit received £197,326 in assessments from the churches of the circuit, and a further £74,574 of assessment paid in advance in August 2022, for the following year and counted in creditors. We received a contribution of £14,190 from the South East District towards the cost of one minister's stipend. We received grants totalling £36,400 towards the new missional post at Chilmington and the feasibility study for the Folkestone site. We also received rental income amounting to £12,600 for the letting of one of our unused manses to a Syrian refugee family through Ashford Borough Council and the Government refugee relocation scheme. This is in line with the objectives of our charity and the tenancy is agreed on an ongoing basis.

Our total expenditure for the year, incurred in relation to our charitable activities amounted to £ 343,425 of which the stipends and salaries paid to the ministers and lay staff (including pensions and NIC) amounted to £184,568. A further stipends payment of £7,898 was paid in advance for the September 2022 stipends and has been counted in debtors.

Other expenditure includes the amounts we are asked to contribute to the Connexional and District administration of the Methodist Church (£31,056 and £8,339 respectively), reimbursement of trustees expenses, repair and maintenance of manses, property inspections, grants to local churches, and general administrative costs. The annual end of year levy applied against monies held in our MTF account with the Trustees for Methodist Church Purposes (TMCP) in this year was £4,922. This is a percentage of funds held at the end of each year which is redistributed to other Circuits and Churches via our internal grant giving systems.

There are no long-term investments held by the Circuit. Interest on funds totalled £1,911 across all accounts.

All transactions require 2 people to authorise them. Due to ongoing financial challenges we decided to subsidise the circuit budget for 2022-2023 by £40,000 from our reserves to avoid an increase in circuit assessments requested from the local churches whilst finances are tight.

### **Reserves Policy:**

The following reserves policy is approved by the Circuit meeting:

#### Reserves Policy for General Funds:

Under Standing Orders the Circuit must be able to meet its financial obligations in relation to the support of its Ministers and the maintenance of the manses. The total general running costs for the last financial year were about £250,000 (not including the grants and levy from the MTF account). Our policy is to hold at least six month's expenditure in hand (£125,000).

#### Reserves Policy for Restricted Funds:

Money held in the MTF is from the sale of Manses and churches and is restricted by conference. Our policy regarding this money is as follows;

- Money from the sale of manses is to be held to be spent on the improvement, upkeep and potential replacement of manses.
- Income from the sale of church premises is to be held as a resource to assist in resourcing our local churches so they may continue to expand the mission of the circuit as guided by the circuit mission policy. (This pot currently frozen to be used for general purposes as necessary whilst church incomes during the pandemic continue to be unpredictable).

### **Grant-making Policy:**

The South Kent Methodist Circuit maintains a policy for providing grants to churches within the Circuit. Applications are assessed on how much they are likely to further the Circuit's and local church's mission. As a rough guide the Circuit will consider supporting a project for up to 1/3<sup>rd</sup> of the total cost. As a Christian organisation we also on occasion make donations to local charitable causes which are in keeping with our charitable purposes. These requests are brought to the Circuit Meeting and agreed on by a majority vote.

(The rest of this page is intentionally blank)

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31/8/22

	NOTES	UNRESTRICTED FUNDS (CFB & CO-OP)	RESTRICTED FUNDS (MTF ACCOUNT)	Yr end Aug 2022	Yr end Aug 2021
<b>INCOME:</b>	3	£	£	£	£
GRANTS	6	36,400	0	36,400	31,000
DONATIONS	4	7,235	0	7,235	4,520
CHARITABLE ACTIVITIES					
i) CIRCUIT ASSESSMENT	5	197,326	0	197,326	199,770
INVESTMENTS - INTEREST	7	504	1,406	1,910	1,489
OTHER -					
i) RENT FROM MANSE	6	12,600	0	12,600	12,600
ii) DISTRICT CHAIR STIPEND	6	14,190	0	14,190	13,860
iii) STAFF LEAVING COLLECTIONS		0	0	0	1,167
<b>TOTAL INCOME</b>		<b>268,255</b>	<b>1,406</b>	<b>269,661</b>	<b>264,406</b>
<b>EXPENDITURE:</b>	3	£	£	£	
STIPENDS, NIC & PENSIONS	10	184,568	0	184,568	169,311
DISTRICT ASSESSMENT		8,339	0	8,339	6,789
METHODIST CHURCH FUND		31,056	0	31,056	32,854
TRAVEL		11,049	0	11,049	4,089
PHONE & INTERNET		4,147	0	4,147	4,254
INSURANCE		6,706	0	6,706	3,983
MANSES			0	0	
i) REPAIRS & MAINTENANCE		20,078	4,020	24,098	16,969
ii) COUNCIL TAX		8,985	0	8,985	3,915
iii) WATER RATES ETC		2,645	0	2,645	2,676
ADMIN					
i) POSTAGE, PRINTING & STATIONERY ETC.		22,334	0	22,334	12,628
ii) PROPERTY INSPECTIONS		9,220	0	9,220	8,241
iii) REMOVAL COSTS		1,114	0	1,114	2,812
iv) OTHER CIRCUIT ADMIN			439	439	1,159
GRANTS & DONATIONS		2,600	0	2,600	2,000
STAFF LEAVING COLLECTIONS		0	0	0	1,167
OTHER		55	0	55	213
i) LEAVING GIFTS					
ii) MISSIONAL (NHM)		7,015	0	7,015	383
iii) BANK CHARGES		0	0	0	4
END YEAR LEVY-DIST ADVANCE FUND		0	4,922	4,922	10,264
FOLKESTONE PROJECT FEASIBILITY STUDY		1,983		1,983	0
DONATION TO MINISTERS PENSION FUND		0	12,150	12,150	0
<b>TOTAL EXPENDITURE</b>		<b>321,894</b>	<b>21,531</b>	<b>343,425</b>	<b>283,711</b>
NET INCOME (-EXPENDITURE)		-53,639	-20,125	-73,764	-19,305
NET TRANSFERS BETWEEN ACCOUNTS		78,318	-78,318	0	0
<b>EXTRAORDINARY INC/EXP, SEE BALANCE SHEET</b> <b>(Re: Purchase of replacement manse)</b>		<b>0</b>	<b>202,179</b>	<b>202,179</b>	<b>-348,310</b>
FUNDS BROUGHT FORWARD 1/9/21		143,627	154,198	297,825	665,440
FUNDS CARRIED FORWARD AT 31/8/22		168,306	257,934	426,240	297,825
PLUS FIXED ASSETS FROM NEXT PAGE				2,359,036	1,299,629
<b>TOTAL ASSETS CARRIED FORWARD 31/8/22</b>				<b>2,785,276</b>	<b>1,597,454</b>

Balance sheet for year ending

31st August 2022

## TANGIBLE FIXED ASSETS

Manses	2021-2022	2020-2021
142 CHERITON ROAD	327,336	£272,254
TREVONE, HYPHE	NIL (SOLD)	£272,254
87 LOWER QUEENS ROAD	324,303	£269,731
WINDOVER	325,095	£270,390
2 DISCOVERY DRIVE	260,934	£215,000
30 HIGH KNOCKE	371,416	NIL (NEW PURCHASE)
<b>MANSES TOTAL</b>	<b>1,609,084</b>	<b>£1,299,629</b>

WYE CHAPEL	749,952	NIL (NEW IN YEAR RESPONSIBILITY)
------------	---------	----------------------------------

TOTAL FIXED ASSETS 2022	2,359,036
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Brought Forward	£1,299,629	
Revaluation manses+/-	£309,455	
<b>Manses carried forward</b>	<b>£1,609,084</b>	2,359,036
<b>Chapels carried forward</b>	<b>749,952</b>	

Difference in assets is due to the purchase of replacement manse mid-year, and the closed chapel at Wye. The purchase is detailed below and shown as extraordinary expenditure on the SOFA.

<b>TOTAL FIXED ASSETS CARRIED FORWARD</b>	<b>£2,359,036</b>
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## Extraordinary Income &amp; Expenditure - Sale of Manse

<b>Purchase of manse in Dymchurch</b>	<b>Purchase price</b>	<b>£500,000</b>
Bridging Loan (Methodist Chapel Aid Ltd)	450,000	(handled by solicitors, see below)
Deposit	50,000	
Solicitors etc	1,662	
<b>Extraordinary payment from MTF account</b>	<b>51,662</b>	(out of MTF 11/10/21 & 12/10/21)

## Sale of manse in Hythe

Sale price	715,000
Agents fees, solicitors etc	-10,101
Repayment of Bridging loan + interest	-451,058 (see above)
<b>Extraordinary income into MTF account</b>	<b>253,841</b> (into MTF 5/11/21)

<b>Income - Expenditure</b>	<b>202,179</b> (see SoFA)
-----------------------------	---------------------------

<b>CURRENT ASSETS</b>	<b>DEBTORS &amp; PREPAYMENTS</b>	7,897.95	prepaid stipends Aug 2022
	CASH AT MTF ACCOUNT (Main)	252,161.49	from statement
	CASH AT MTF ACCOUNT (MW)	5,773.96	from statement
	CASH AT CFB Manse	46,878.52	from statement
	CASH AT CFB Main	148,715.40	from statement
	CASH AT CO-OP ACCOUNT	55,090.76	from statement
	CASH IN HAND (UNCLEARED CREDITS)	4,786.00	uncleared income Aug 2022
		<u>521,304.08</u>	
	<b>CREDITORS &amp; ACCRUALS</b>		
	CREDITORS	74,574.25	prepaid assessments August 2022
	CREDITORS	20,490.00	prepaid District grant for NHM role (in CFB account)
	UNCLEARED PAYMENTS	0.00	uncleared cheques at end of yr
		<u>95,064.25</u>	
<b>NET CURRENT ASSETS</b>		<b>426,240</b>	as at SOFA
<b>FIXED ASSETS (FROM ABOVE)</b>		<b>2,359,036</b>	
<b>TOTAL ASSETS</b>		<b>2,785,276</b>	as at SOFA

The notes form part of these financial statements.

**SOUTH KENT METHODIST CIRCUIT**

**Registered Charity number 1159742**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022**

**1. Basis of accounting :**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – The Charities SORP (FRSSE) – in replacement for the SORP’s 2005 version specified in its related 2008 Regulations and in accordance with the ‘true and fair override’ provision contained therein.

**2. Funds :**

The Circuit has restricted and unrestricted funds. Most of its income is unrestricted and can be used for the day to day furtherance of the charity’s aims. Money from the sale of properties is restricted funds held in the Model Trust Fund accounts and its use is regulated by the Trustees for Methodist Church Purposes (TMCP) in Manchester in accordance with our Standing Orders.

**3. Accounting Policies :**

**Basis:** These accounts have been prepared on the basis of historical cost.

**Income Recognition :** Income is included in the Statement of Financial Activities (SOFA) when: the Circuit becomes entitled to the resources; the trustees are reasonably certain they will receive the resources; the monetary value can be measured with sufficient reliability. The majority of the charity’s income comes from the churches which comprise the Circuit.

**Resources Expended :**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

**VAT :**

Since the Circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Circuit :**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £1000. They are valued at cost or a reasonable value on receipt. Where cost is not available, the Circuit Meeting may provide a reasonable estimate of cost or of the current value to the circuit. Our estimates are based on insurance values of the manses and, when relevant, disused churches in the Circuit’s care. The properties have been reviewed for impairment.

Manses	2021-2022	2020-2021
142 CHERITON ROAD	327,336	£272,254
TREVONE, HYTHE	NIL (SOLD)	£272,254
87 LOWER QUEENS ROAD	324,303	£269,731
WINDOVER	325,095	£270,390
2 DISCOVERY DRIVE	260,934	£215,000

30 HIGH KNOCKE	371,416	NIL (NEW PURCHASE)
WYE CHAPEL	749,952	NIL (NEW IN YEAR RESPONSIBILITY)
TOTAL FIXED ASSETS 2022	2,359,036	

#### Debtors and Prepayments :

Relates to the payment taken for September 2022 stipends in August 2022.

#### Creditors :

Creditors relates to the 1st quarter assessments for September-November 2022 (£74,574) received in August 2022 from the circuit churches, and to a grant of £20,490 also received in advance for the following year.

#### 4. Donations :

The Circuit received funds in the form of donations amounting to £7,235 (£4,520 in the previous financial year). A significant portion of this (£6,664) was the funds received on the closure of the bank accounts of the former Methodist Chapel in Wye.

#### 5. Charitable Activities :

The majority of the charity's income is from the Circuit Assessments paid by the churches as follows –

Church	Advance payment August 2021	Total for 2021-22 (including Aug 2021)	Advance payment August 2022
Appledore	£1,156	£4,624	£700
Charing	£3,289	£13,156	£33,289 *
Dymchurch	£2,564	£10,256	£1,989
Elham	£2,000	£9,468	£2,936
Folkestone	£5,000	£20,000	£2,000
Hamstreet	£0	£8,450	£1,950
Headcorn	£1,418	£5,532	£1,404
Hythe	£5,572	£22,288	£5,102
Lydd	£800	£3,200	£1,000
Lyminge	£2,523	£10,092	£2,026
New Romney	£1,679	£6,716	£1,679
Rhodes Minnis	£1,000	£4,000	£1,000
Shadoxhurst	£2,116	£8,464	£2,215
St Andrews	£5,400	£21,600	£6,750
Tenterden	£4,956	£13,824	£3,286
United Church Ashford	£8,914	£35,656	£7,248
<b>TOTALS</b>	<b>£48,387</b>	<b>£197,326</b>	<b>£74,574</b>

\* This church benefitted from a significant legacy and gifted the Circuit an additional £30,000

## 6. Other Income :

The circuit received grants of £36,400 towards the costs of the New Housing Missioner role and towards the feasibility study for Folkestone.

The Circuit received a contribution of £14,190 from the South East District towards the stipend of a minister who works part time for the District.

The Circuit received rent income of £12,600 from the letting of one of the manses. This manse is not held for the purposes of generating an income and therefore the Circuit does not consider it an investment property as it is held for the long term purposes of the charity.

## 7. Investment Income :

Interest	2021-2022	2020-2021
Interest received from Model Trust Fund	£1,406.10	£1,330.73
Interest received from CFB accounts	£504.49	£138.64
Interest received from current account (Co-op)	nil	£19.35
<b>Total</b>	<b>£1,910.59</b>	<b>£1488.72</b>

## 8. Payment to Trustees :

No payments were made to Trustees for additional services provided to the Circuit.

11 trustees were reimbursed expenses relating to travel, postage, stationery, manse repairs, phone & internet costs, and resources for missional activities. These were significantly higher than the previous year as we came out of lockdown.

	2021-2022	2020-2021
Number of trustees reimbursed	11	10
Total amount reimbursed	£18,476	£11,153

## 9. Fees for examination of the accounts :

Independent examiner's fees for reporting on the Accounts:

2021-2022	2020-2021
£218.40	£198

## 10. Paid Employees :

The Circuit had 4 paid lay employees this year. Mrs Lisa Cooper, Mr Roy Hollands (part year), Mr Kevin Miles (part year) and Mr Thomas Lewis.

The stipend, employer's NIC and employer's pension contributions of the Ministers are paid by the Methodist Connexion (and by the United Reformed Church in the case of Revd. P Dean). The Circuit provides funds to meet

the cost. The Supreme Court held in 2014 that Methodist ministers are not employees of the church. However, when dealing with NI Contributions and pension contributions, the terms 'employer' and 'employee' are used as they would be in an employing body.

<b>STIPENDS &amp; SALARIES FOR THE YEAR 2021-2022</b>	
STIPENDS	154,077.08
NIC	11,128.46
PENSIONS	18,250.52
APPRENTICE LEVY/ADMIN	1,112.36
<b>TOTAL</b>	<b>184,568.42</b>

**11. Debtors:** £7,898 - relating to the payment taken in August for the Ministers' September stipends

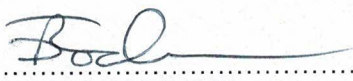
**12. Creditors :** £74,574 relating to the receipt in advance of the September-November quarterly Circuit Assessment from the churches in the Circuit and a £20,490 grant received in August 2022 for the New Housing Missioner role in the year 2022-2023

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**South Kent Methodist Circuit No: 36/25**

**Declarations and Scrutiny**

I confirm that these accruals-based accounts for the year to 31 August 2022 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

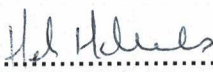
Signature of treasurer .....  ..... Date 12/5/23 .....

**Name and address of treasurer**

MR DAVID TOCHER  
20 SPELDHURST CLOSE  
ASHFORD  
KENT  
TN23 5TJ

**Presentation to the Circuit meeting**

I confirm that the annual report and accounts for the year ended 31 August 2022 were/will be\*  
presented to the Circuit meeting held on **29<sup>th</sup> March 2023**

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

Name of the Chair of the meeting **REVD HELEN HOLLANDS** Date 10<sup>th</sup> May 2023 .....

**Independent Examiner's Report to the Trustees of the  
South Kent Methodist Circuit  
Charity Number 1159742**

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the South Kent Methodist Circuit for the year ended 31 August 2022 set out on pages 1 to 12. As the Circuit'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 Circuit'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

# South Kent Methodist Circuit No: 36/25

## Independent Examiner's Statement

[The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of

..... (insert name of applicable listed body)]. Delete [ ] if not applicable.

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; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination *Delete if not applicable ie all R&P accounts*
- the trustees' annual report is not consistent with the accounts *Delete if not applicable ie all R&P accounts.*

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** ANDREW TUCK

**Relevant professional qualification of independent examiner** FCA .....

**Name of firm (where appropriate)**  
Chandler Tuck Chartered Accountants  
1<sup>st</sup> Floor  
30 North Street  
Ashford, Kent  
TN24 8JR

**Date** 28 April 2023 .....

\* delete or circle as appropriate

**SOUTH KENT METHODIST CIRCUIT**

England & Wales - Charity number 1159742

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# Accounts

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# Trustees Annual Report & Accounts (Accruals basis)

(year end 31.8.2021)

Methodist Church South East District Circuit No: 36/25

**Name of Charity:** South Kent Methodist Circuit

**Charity Registration Number:** 1159742      **Date of registration:** December 2014

**Address of Charity:** South Kent Circuit Office  
St Andrew's Methodist Church  
Surrenden Road  
Folkestone  
CT19 4DY

## **Structure, Governance and Management:**

The South Kent Circuit forms part of the South East District of the Methodist Church and is governed by the Constitutional Practice and Discipline of the Methodist Church. With effect from December 2014 the Circuit has been registered as a Charity with the Charity Commission. The following Methodist Churches are linked to the Circuit:

Appledore, Charing, Dymchurch, Elham, Folkestone, Hamstreet (this is a Methodist/Anglican ecumenical partnership), Headcorn, Hythe, Lydd, Lyminge, New Romney, Rhodes Minnis, Shadoxhurst, Tenterden, St Andrews Cheriton, United Church Ashford (this is one united URC and Methodist church, meeting on 2 sites at Cade Road Ashford and Kennington), Wye (closed during this financial year).

## **Trustees:**

The Trustees of the Circuit are the members of the South Kent Methodist Circuit Meeting, which meets twice a year - this includes the following people:

Chair: Revd. Helen Hollands (Superintendent Minister)

Other Ministers: Revd. Dr. Paul Dean, Revd. Malcolm Peach, Revd Gill Songer, Revd Graham Halsall

Circuit Finance Officer: Mrs Lisa Cooper (non voting member) Circuit Treasurer: Mr David Tocher

Circuit Stewards: Mrs Elizabeth Talbot (Senior Circuit Steward), Mr Stewart French (to 31/8/21), Mrs Gwen French (to 31/8/21), Mrs Janet Carter, Mrs Rachel Giles, Mr Noel Grabham, Mr David Tocher

### Other members:

Each church within the Circuit elects up to 3 representatives to the Circuit Meeting; some by virtue of the role they hold (i.e. church treasurer and steward/secretary) plus one other representative elected by the Church Council. Upon appointment they become Trustees of the Circuit. Various other Circuit Officers are also members of the Circuit Meeting as per the requirements of Methodist Standing Orders, these members are appointed by the Circuit Meeting. The Leaders of Worship and Preaching (LWP) meeting appoints representatives from within their number to the Circuit Meeting and they also become trustees. Retired ministers living in the area can opt to be a trustee if they wish. Some members are members by virtue of their role within the South East District.

A full list of trustees including those appointed by churches, other committees, or those who hold Circuit or District office is attached at the end of this report. (Appendix 1).

Circuit Co-ordinator: Mrs Lisa Cooper is a non-trustee who manages the day-to-day running of the finances of the South Kent Methodist Circuit. She is a non-voting member of the Circuit Meeting who takes the minutes.

Throughout the year, in between full meetings of the Trustees, The Circuit Leadership Team (CLT) meets regularly to manage the running of the Circuit.

### The Circuit Leadership Team consists of:

The Chair of the Circuit Meeting (Revd. H Hollands), all other Ministers, all Circuit Stewards, and lay employees Mr Tom Lewis and Mrs Lisa Cooper.

### **Statement of Trustees' Responsibilities :**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities have been followed
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that activities will continue

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the South Kent Methodist Circuit. The Charity's annual report and accounts for the year ended 31st August 2021 have been prepared in accordance with the Charities Act 2011 and the Charities Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard (FRSSE). The Trustees are also responsible for taking reasonable steps to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

**Financial Information:**

The South Kent Methodist Circuit holds Bank accounts with the following Banks:

The Royal Bank of Scotland plc 36 St Andrew Square Edinburgh, EH2 2YB (account closed May 2021)	Central Finance Board of the Methodist Church 9 Bonhill St London EC2A 4PE (Investment Banker)	Trustees for Methodist Church Purposes Central Buildings Oldham Street Manchester M1 1JQ (Investment Banker)
The Co-operative Bank PO Box 250, Delf House, Southway, Skelmersdale WN8 6WT (account opened May 2021)		

**Independent Examiner:**

Andrew Tuck, Chandler Tuck (Chartered Accountants)  
1<sup>st</sup> Floor, 30 North Street, ASHFORD, Kent, TN24 8JR

**Public Benefit - Objectives and Activities:**

The trustees have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. All our activities are undertaken to further our charitable purposes for the public benefit. We aim to enable ordinary people to live out their faith as part of their churches and local communities through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in their vicinity.
- Missionary and outreach work.

This is in line with the Mission Statement of the South Kent Methodist Church which states:

*Mission Statement:*

The South Kent Methodist Circuit exists to enable its local churches and ecumenical partnerships to offer Christian witness, worship and work in their local communities.

We seek to build up our sense of togetherness as one in Christ, offering the love of God and guided by the Holy Spirit.

*To that end and under-girding all things in prayer, our Priorities are:*

1. To facilitate worship in churches and other venues such as Grace Court (MHA home) in Folkestone.
2. To nurture and resource individuals, groups and churches to discern and fulfil their God-given gifts and callings, within a safe space.
3. To give guidance and direction for the future of Methodism in this area, within the South East District and the whole Connexion.
4. To expand and explore every opportunity to work with ecumenical partners and other like-minded agencies in areas of church and community life.
5. To work alongside and support the work of MHA at Grace Court, Folkestone and the John Wesley School in Ashford.

## **Review of the year and plans for future periods:**

The South Kent Methodist circuit has continued to resource the churches and enable the continued provision of public worship and church related activities. In addition the circuit offers ongoing support to local managing trustees in their responsibilities which includes property maintenance, administrative support, Covid safety, risk assessments and other matters such as safeguarding.

The year from the 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021 was almost entirely impacted by the pandemic and this meant further change across all the circuit churches. Church members have continued to get used to worship and other meetings being on-line, they have engaged with risk assessment of churches which have re-opened for in-person worship and offered pastoral care of church members despite the restrictions of social distancing. We have developed our skills with live-streamed worship, worship on zoom, prayer and other meetings on-line and producing a weekly podcast - all of which are accessible to everyone.

Care of our buildings has also proved more of a challenge especially during lockdown periods. We have benefitted from the advice of the national Methodist Church in Britain who have continued to advise throughout this difficult time. Circuit staff have conducted a number of funerals this year as a result of Covid-19 and we have lost several more church members to the virus.

The circuit staff team have experienced some changes including the retirement of one colleague, Revd Kevin Taylor in August 2021. We took steps to plan for other staff, and we were accepted to receive a full-time probationer minister, Revd Gill Songer from September 2021 to serve the Folkestone and Elham Valley churches. In the meantime, and as a result of being short-staffed in the previous year, we employed a part time minister for one year (1/9/20 – 31/08/21) to look after the Folkestone churches. This was covered by a retired minister, Revd Malcolm Peach who will continue in the circuit looking after the Hythe and Romney Marsh churches from September 2021. Despite the lockdown we were also very pleased to welcome Mr Tom Lewis and his family to work on the housing estate at Chilmington in Ashford from September 1<sup>st</sup> 2020. Mr Lewis is employed as a New Housing Missioner and has acted as a chaplain to the new estate despite having to initially live in Folkestone due to building delays. He has been particularly active in youth and children's work in the Chilmington and Singleton area of Ashford, working alongside colleagues in the Anglican and URC churches to build community and enrich the lives of those moving onto the new estate. This work is funded from the sale of closed churches and by the Methodist South-East District with an additional contribution from the United Reformed Church. The purchase of the house on Chilmington was completed late in 2020 following building delays due to the pandemic. In order to facilitate changes in staffing the circuit meeting decided to sell a manse in Hythe and relocate in the Dymchurch area. This process is in hand for completing in the autumn of 2021.

The challenges of the pandemic have also brought forward some difficult decisions regarding some of our smaller churches. Churches have continued to lose money due to a loss of lettings although some were beginning to recover by August 2021. In October 2020, due to declining membership and increasing responsibilities the local trustees of Wye Methodist church took the decision to close the church and plans are in hand for the building to be sold. Headcorn Methodist church also took the decision to close and sell their building although the church fellowship continues to meet in the village hall. Plans are also in hand for the Headcorn church building to be sold in accordance with charity law requirements.

Recent national decisions at the Methodist Conference have increased the minimum number of church members in a local church to 12 and this makes a difference to several of our smaller churches who are exploring regrouping with larger churches in the future. Further to the Methodist Conference in June 2021 churches may now also register for same-sex weddings with church council agreement and several of our churches are considering such registration.

We have also experienced some difficulties with the church building at Sandgate Road in Folkestone. A recent quinquennial inspection highlighted numerous necessary repairs and this has prompted discussion both within the church and at circuit level about the future of that building and congregation. In addition to worship the building is currently used for several community activities, including the Foodbank and the provision of meals for rough sleepers and is in a key position in the centre of Folkestone. We are also keenly aware of the needs of those who seek sanctuary in the area and wish to assist in meeting the needs of those who are the most vulnerable. We are engaging in feasibility studies regarding this building and considering a rebuild to include

some social housing although this is at a very early stage. We are pleased that there are significant possibilities for this building. The remaining congregation will move in with another congregation at St Andrew's in Cheriton at least for the time being.

We continue to support a Syrian family who are housed via Ashford Borough Council in one of our manses in Tenterden.

We continue to support local preachers and worship leaders within the circuit in terms of training, ongoing development and regular meetings. We have several people who are currently training to lead worship.

We enjoy strong links with the John Wesley School in Ashford and provide 4 Foundation governors to the governing body. Circuit staff also lead Collective worship and other activities at the school including a monthly Messy Church attended by up to 50 people. Tom Lewis also ran a holiday club at the school in July 2021 which was very well attended. The circuit has agreed to make an annual donation to the hardship fund at John Wesley to assist pupils who need financial assistance with enrichment activities such as school trips. We are also pleased to work with MHA supported housing at Grace Court in Folkestone and provide a lay chaplain who serves the spiritual needs of the residents there including a regular act of worship.

### **Principal Funding Sources:**

The Circuit's main source of income is the Circuit assessment that each church is asked to provide to enable the Circuit to cover its expected running costs. In the year ending August 2021 the circuit received £ 199,770 in assessments from the churches of the circuit, and a further £48,387 of assessment paid in advance in August 2021, for the following year and counted in creditors. We received a contribution of £13,860 from the South East District towards the cost of one minister's stipend. We received grants totalling £31,000 towards the new missional post at Chilmington and we also received rental income amounting to £12,600 for the letting of one of our unused manses to a Syrian refugee family through Ashford Borough Council and the Government refugee relocation scheme. This is in line with the objectives of our charity and the tenancy is agreed on an ongoing basis.

Our total expenditure for the year, incurred in relation to our charitable activities amounted to £ 283,711 of which the stipends and salaries paid to the ministers and lay staff (including pensions and NIC) amounted to £169,311. A further stipends payment of £7,528 was paid in advance for the September 2021 stipends and has been counted in debtors.

Other expenditure includes the amounts we are asked to contribute to the Connexional and District administration of the Methodist Church (£32,854 and £6,789 respectively), reimbursement of trustees expenses, repair and maintenance of manses, property inspections, grants to local churches, and general administrative costs. The annual end of year levy applied against monies held in our MTF account with the Trustees for Methodist Church Purposes (TMCP) in this year was £10,264. This is a percentage of funds held at the end of each year which is redistributed to other Circuits and Churches via our internal grant giving systems.

There are no long-term investments held by the Circuit. Interest on funds totalled £1,489 across all accounts.

Due to the need for online banking the Circuit has changed bank accounts to the Co-operative bank during the year which has provided us with a fee free charitable account, which requires 2 people to authorise each transaction. Due to financial challenges we decided to freeze our 'grants to churches' fund for the time being and to subsidise the circuit budget for 2021-2022 by £40,000 from our reserves to avoid an increase in circuit assessments requested from the local churches whilst finances are tight.

**Reserves Policy:**

The following reserves policy is approved by the Circuit meeting:

**Reserves Policy for General Funds:**

Under Standing Orders the Circuit must be able to meet its financial obligations in relation to the support of its Ministers and the maintenance of the manses. The total general running costs for the last financial year were about £250,000 (not including the grants and levy from the MTF account). Our policy is to hold at least six month's expenditure in hand (£125,000).

**Reserves Policy for Restricted Funds:**

Money held in the MTF is from the sale of Manses and churches and is restricted by conference. Our policy regarding this money is as follows;

- Money from the sale of manses is to be held to be spent on the improvement, upkeep and potential replacement of manses.
- Income from the sale of church premises is to be held as a resource to assist in resourcing our local churches so they may continue to expand the mission of the circuit as guided by the circuit mission policy. (This pot currently frozen to be used for general purposes as necessary whilst church incomes during the pandemic continue to be unpredictable).

**Grant-making Policy:**

The South Kent Methodist Circuit maintains a policy for providing grants to churches within the Circuit. Applications are assessed on how much they are likely to further the Circuit's and local church's mission. As a rough guide the Circuit will consider supporting a project for up to 1/3<sup>rd</sup> of the total cost. As a Christian organisation we also on occasion make donations to local charitable causes which are in keeping with our charitable purposes. These requests are brought to the Circuit Meeting and agreed on by a majority vote.

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## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31/8/21

	NOTES	UNRESTRICTED FUNDS (CFB & RBS)	RESTRICTED FUNDS (MTF ACCOUNT)	Yr end Aug 2021	Yr end Aug 2020
<b>INCOME:</b>	3	£	£	£	£
GRANTS	6	31,000	0	31,000	1,500
DONATIONS	4	4,520	0	4,520	2,809
CHARITABLE ACTIVITIES				0	
i) CIRCUIT ASSESSMENT	5	199,770	0	199,770	211,155
INVESTMENTS - INTEREST	7	158	1,331	1,489	4,553
OTHER -					
i) RENT FROM MANSE	6	12,600	0	12,600	12,600
ii) DISTRICT CHAIR STIPEND	6	13,860		13,860	13,269
iii) STAFF LEAVING COLLECTIONS		1,167		1,167	2,390
iv) BANK ERROR		0		0	9
<b>TOTAL INCOME</b>		<b>263,075</b>	<b>1,331</b>	<b>264,406</b>	<b>248,285</b>
<b>EXPENDITURE:</b>	3	£	£	£	
STIPENDS, NIC & PENSIONS	10	169,311	0	169,311	139,926
DISTRICT ASSESSMENT		6,789	0	6,789	7,308
METHODIST CHURCH FUND		32,854	0	32,854	34,561
TRAVEL		4,089	0	4,089	9,069
PHONE & INTERNET		4,254	0	4,254	3,364
INSURANCE		3,983	0	3,983	3,204
MANSES					
i) REPAIRS & MAINTENANCE		16,969	0	16,969	4,772
ii) COUNCIL TAX		3,915	0	3,915	9,792
iii) WATER RATES ETC		2,676	0	2,676	2,512
ADMIN					
i) POSTAGE, PRINTING & STATIONERY ETC.		12,628	0	12,628	7,665
ii) PROPERTY INSPECTIONS		8,241	0	8,241	9,400
iii) REMOVAL COSTS		2,812	0	2,812	717
iv) OTHER CIRCUIT ADMIN		0	1,159	1,159	569
GRANTS & DONATIONS		2,000	0	2,000	8,430
STAFF LEAVING COLLECTIONS		1,167	0	1,167	2,390
LQR EXTENSION/REFURB		0	0	0	6,629
OTHER					
i) LEAVING GIFTS		213	0	213	263
ii) MISSIONAL (NHM)		383	0	383	0
iii) BANK CHARGES		4	0	4	0
END YEAR LEVY-DIST ADVANCE FUND		0	10,264	10,264	12,154
<b>TOTAL EXPENDITURE</b>		<b>272,289</b>	<b>11,423</b>	<b>283,711</b>	<b>262,724</b>
NET INCOME (-EXPENDITURE)		-9,213	-10,092	-19,305	-14,439
NET TRANSFERS BETWEEN ACCOUNTS		66,925	-66,925	0	0
EXTRAORDINARY INC/EXP, SEE BALANCE SHEET (Re: purchase of new manse)		0	-348,310	-348,310	320,255
FUNDS BROUGHT FORWARD 1/9/20		85,915	579,525	665,440	359,624
FUNDS CARRIED FORWARD AT 31/8/21		143,627	154,198	297,825	665,440
PLUS FIXED ASSETS FROM NEXT PAGE				1,299,629	1,005,215
<b>TOTAL ASSETS CARRIED FORWARD 31/8/21</b>				<b>1,597,454</b>	<b>1,670,655</b>

**Balance sheet for year ending 31st August 2021****TANGIBLE FIXED ASSETS**

Brought Forward	£1,005,215
Revaluation manses+/-	£294,414
<b>Manses carried forward</b>	<b>£1,299,629</b>

Difference in assets is largely due to the purchase of replacement manse mid-year.  
The purchase is detailed below and shown as extraordinary expenditure on the SOFA.

<b>TOTAL FIXED ASSETS CARRIED FORWARD</b>	<b>£1,299,629</b>
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**Extraordinary Income & Expenditure - Purchase of new Manse**

Balance on completion including legal fees	£341,605
--	----------

Fixtures and fittings (carpets, shed, curtains etc)	£6,705
--	--------

<b>£348,310</b>	as shown under extraordinary expenditure on SOFA
-----------------	--

<b>CURRENT ASSETS</b>	DEBTORS & PREPAYMENTS	7,528 prepaid stipends Aug 2021
	CASH AT MTF ACCOUNT (Main)	148,436 from statement
	CASH AT MTF ACCOUNT (MW)	5,763 from statement
	CASH AT CFB Manse	40,249 from statement
	CASH AT CFB Main	110,991 from statement
	CASH AT CO-OP ACCOUNT	52,565 from statement
	CASH IN HAND (UNCLEARED CREDITS)	3,456 uncleared income Aug 2021
		<u>368,990</u>
	<b>CREDITORS &amp; ACCRUALS</b>	
	CREDITORS	48,387 prepaid assessments August 2021
	CREDITORS	20,186 prepaid District grant for NHM role (in CFB account)
	UNCLEARED PAYMENTS	2,592 uncleared cheques at end of yr
		<u>71,165</u>
<b>NET CURRENT ASSETS</b>		<b>297,825 as at SOFA</b>
<b>FIXED ASSETS (FROM ABOVE)</b>		<b>1,299,629</b>
<b>TOTAL ASSETS</b>		<b>1,597,454 as at SOFA</b>

The notes form part of these financial statements.

**SOUTH KENT METHODIST CIRCUIT      Registered Charity number 1159742**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021**

**1. Basis of accounting :**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – The Charities SORP (FRSSE) – in replacement for the SORP’s 2005 version specified in its related 2008 Regulations and in accordance with the ‘true and fair override’ provision contained therein.

**2. Funds :**

The Circuit has restricted and unrestricted funds. Most of its income is unrestricted and can be used for the day to day furtherance of the charity’s aims. Money from the sale of properties is restricted funds held in the Model Trust Fund accounts and its use is regulated by the Trustees for Methodist Church Purposes (TMCP) in Manchester in accordance with our Standing Orders.

**3. Accounting Policies :**

**Basis:** These accounts have been prepared on the basis of historical cost.

**Income Recognition :** Income is included in the Statement of Financial Activities (SOFA) when: the Circuit becomes entitled to the resources; the trustees are reasonably certain they will receive the resources; the monetary value can be measured with sufficient reliability. The majority of the charity’s income comes from the 17 churches which comprise the Circuit.

**Resources Expended :**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

**VAT :**

Since the Circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Circuit :**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £1000. They are valued at cost or a reasonable value on receipt. Where cost is not available, the Circuit Meeting may provide a reasonable estimate of cost or of the current value to the circuit. Our estimates are based on insurance values of the manses and, when relevant, disused churches in the Circuit’s care. The properties have been reviewed for impairment.

Manses	2020-2021	2019-2020
142 Cheriton Road	£272,254	£252,320
Trevone, Hythe	£272,254	£252,320
87 Lower Queens Road	£269,731	£249,982
Windover	£270,390	£250,593
2 Discovery Drive	£215,000	Bought Nov 2020
<b>TOTAL</b>	<b>£1,299,629</b>	<b>£1,005,215</b>

#### Debtors and Prepayments :

Relates to the payment taken for September 2021 stipends in August 2021.

#### Creditors :

Creditors relates to the 1st quarter assessments for September-November 2021, received in August 2021 from the majority of Circuit churches, and to a grant of £20,186 also received in advance for the following year.

#### 4. Donations :

The Circuit received funds in the form of donations amounting to £4,520 (£2,809 in the previous financial year). A significant portion of this (£4,000) was the cash incentive given to us on changing banks.

#### 5. Charitable Activities :

The majority of the charity's income is from the Circuit Assessments paid by the churches as follows –

Church	Advance payment August 2020	Total for 2020-21 (inc Aug 2020)	Advance payment August 2021
Appledore	£1,000	£4,000	£1,156
Charing	£2,909	£11,636	£3,289
Dymchurch	£2,564	£10,256	£2,564
Elham	£2,539	£9,617	£2,000
Folkestone	£4,500	£14,800	£5,000
Hamstreet	£0	£7,150	£0
Headcorn	£1,418	£5,672	£1,418
Hythe	£5,144	£20,576	£5,572
Lydd	£800	£3,200	£800
Lyminge	£2,802	£11,208	£2,523
New Romney	£1,500	£7,116	£1,679
Rhodes Minnis	£1,000	£4,000	£1,000
Shadoxhurst	£1,955	£7,820	£2,116
St Andrews	£6,309	£25,236	£5,400
Tenterden	£3,400	£7,900	£4,956
United Church Ashford	£11,375	£41,375	£8,914
Wye	£2,052	£8,208	£0
<b>TOTAL</b>	<b>£51,267</b>	<b>£199,770</b>	<b>£48,387</b>

#### 6. Other Income :

The circuit received grants of £31,000 towards the costs of the New Housing Missioner role.

The Circuit received a contribution of £13,860 from the South East District towards the stipend of a minister who works part time for the District.

The Circuit received rent income of £12,600 from the letting of one of the manses. This manse is not held for the purposes of generating an income and therefore the Circuit does not consider it an investment property as it is held for the long term purposes of the charity.

**7. Investment Income :**

Interest	2020-2021	2019-2020
Interest received from Model Trust Fund	£1330.73	£4,033.09
Interest received from CFB account	£138.64	£504.28
Interest received from current account (RBS/Co-op)	£19.35	£15.43
<b>Total</b>	<b>£1488.72</b>	<b>£4552.80</b>

**8. Payment to Trustees :**

No payments were made to Trustees for additional services provided to the Circuit.

10 trustees were reimbursed expenses relating to travel, postage, stationery, manse repairs, phone & internet costs

	2020-2021	2019-2020
Number of trustees reimbursed	10	12
Total amount reimbursed	£11,153	£11,479

**9. Fees for examination of the accounts :**

Independent examiner’s fees for reporting on the Accounts:

2020-2021	2019-2020
£198	£180

**10. Paid Employees :**

The Circuit had 3 paid lay employees this year. Mrs Lisa Cooper, Mr Roy Hollands and Mr Thomas Lewis.

The stipend, employer’s NIC and employer’s pension contributions of the Ministers are paid by the Methodist Connexion (and by the United Reformed Church in the case of Revd. P Dean). The Circuit provides funds to meet the cost. The Supreme Court held in 2014 that Methodist ministers are not employees of the church. However, when dealing with NI Contributions and pension contributions, the terms ‘employer’ and ‘employee’ are used as they would be in an employing body.

<b>STIPENDS &amp; SALARIES FOR THE YEAR 2020-2021</b>	
STIPENDS	£143,414.65
NIC	£9,047.42
PENSIONS	£15,802.36
APPRENTICE LEVY/ADMIN	£1,046.19
<b>TOTAL</b>	<b>£169,310.62</b>

**11. Debtors:** £7,528 - relating to the payment taken in August for the Ministers' September stipends

**12. Creditors :** £48,387 relating to the receipt in advance of the September-November quarterly Circuit Assessment from the churches in the Circuit and a £20,186 grant received in August 2021 for the New Housing Missioner role in the year 2021-2022.

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**South Kent Methodist Circuit No: 36/25**

**Declarations and Scrutiny**

I confirm that these accruals-based accounts for the year to 31 August 2021 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer .....  ..... Date 16/3/22 .....

**Name and address of treasurer**

MR DAVID TOCHER  
20 SPELDHURST CLOSE  
ASHFORD  
KENT  
TN23 5TJ

**Presentation to the Circuit meeting**

I confirm that the annual report and accounts for the year ended 31 August 2021 were/will be\* presented to the Circuit meeting held on **16<sup>th</sup> March 2022**

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

Name of the Chair of the meeting      REVD HELEN HOLLANDS      Date 16/3/22 .....

**Independent Examiner's Report to the Trustees of the  
South Kent Methodist Circuit**

Charity Number 1159742

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the South Kent Methodist Circuit for the year ended 31 August 2021 set out on pages 1 to 11. As the Circuit'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 Circuit'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

## South Kent Methodist Circuit No: 36/25

### Independent Examiner's Statement

[The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of

..... (insert name of applicable listed body)]. Delete [] if not applicable.

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; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination Delete if not applicable ie all R&P accounts
- the trustees' annual report is not consistent with the accounts Delete if not applicable ie all R&P accounts.

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 ANDREW TUCK  
Relevant professional qualification of independent examiner FCA

Name of firm (where appropriate)

Chandler Tuck Chartered Accountants  
1<sup>st</sup> Floor  
30 North Street  
Ashford, Kent  
TN24 8JR

Date 10/03/2022

\* delete or circle as appropriate

APPENDIX 1 - TRUSTEES OF THE SOUTH KENT METHODIST CIRCUIT

	Name	Name	Church/Circuit	Role
1	Andrews	Yvonne	HYTHE	Rep.
2	Andrews	Daphne	RHD MINNIS	Treasurer
3	Bains	Elva	TENTERDEN	Steward
4	Beale	Vivienne	APPLEDORE	Treasurer
5	Blackwell	Diana	DYMCHURCH	Steward
6	Blanch	Andrew	LYMINGE	Rep.
7	Blanch	Chris	LYMINGE	Treasurer
8	Brumwell	Joy	CIRCUIT	LP Meeting rep
9	Carter	Janet	HAMSTREET	Steward
10	Challoner	David	UCA	Treasurer
11	Colbourn	Gillian	DYMCHURCH	Rep.
12	Cooper	Jeremy	SHADOXHURST	Treasurer
13	Dean	Paul	CIRCUIT	MINISTER
14	Donovan	Angela	HEADCORN	Treasurer
15	Ewart-James	Alan	HYTHE	Treasurer
16	Fazzani	Brenda	APPLEDORE	Steward
17	French	Stewart	UCA	Steward
18	Fogden	Patricia	CIRCUIT	MINISTER
19	Fowle	Colin	CHARING	Steward
20	Giles	Rachel	CIRCUIT	circuit steward
21	Goldsack	Anya	CIRCUIT	Synod Rep
22	Goldsack	Steve	CIRCUIT	Synod Rep
23	Grabham	Noel	CIRCUIT	Circ Steward & Headcorn
24	Haggerty	Ron	HEADCORN	Rep.
25	Halsall	Graham	CIRCUIT	MINISTER
26	Harden	David	SHADOXHURST	Steward
27	Harden	Pauline	SHADOXHURST	Rep. (& Connex Funds)
28	Hewitt	Margaret	RHD MINNIS	Rep.
29	Heywood	Lynn	ST ANDREWS	Rep.
30	Hollands	Helen	CIRCUIT	MINISTER (Chair of Trustees)
31	Hollands	Roy	DISTRICT	District Rep
32	Lewis	Tom	CIRCUIT	New Housing Missioner
33	Lunn	Barbara	CIRCUIT	LP Meeting rep
34	McGregor	Sally	UCA	Rep.
35	Miller	Bill (C.W)	HAMSTREET	Rep.
36	Murray	Jean	CHARING	Treasurer
37	Newell	Martin	ELHAM	Treasurer
38	Peach	Malcolm	CIRCUIT	MINISTER
39	Pearson	Colin	DISTRICT	District Rep
40	Pogson	Pauline	LYDD	Rep.
41	Preston	Terry	DYMCHURCH	Steward
42	Redding	Val	CIRCUIT	Grace Court Chaplain
43	Richards	Gwyneth	LYDD	Steward
44	Richards	David	LYDD	Treasurer

45	Royal Simpson	John	FOLKESTONE	Treasurer
46	Sharp	Darron	ST ANDREWS	Steward
47	Sharp	Susie	ST ANDREWS	Treasurer
48	Shipton	Dudley	CIRCUIT	LP Meeting rep
49	Slater	Christine	CIRCUIT	LP Meeting rep/Finance Officer
50	Songer	Gill	CIRCUIT	MINISTER
51	Talbot	Elizabeth	CIRCUIT	Circuit Steward & Folkestone
52	Tocher	David	CIRCUIT	Circuit Steward
53	Tutton	Christopher	RHD MINNIS	Steward
54	Walls	Rosemary	HYTHE	Steward
55	Williams	Marjorie	FOLKESTONE	Steward
56	Wilson	Jim	DISTRICT	District Rep
57	COOPER	LISA	CIRCUIT	NON VOTING MEMBER/MINUTES


**SOUTH KENT METHODIST CIRCUIT**

England & Wales - Charity number 1159742

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# Accounts

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**The Methodist Church**  
**South Kent Circuit**

# Trustees Annual Report & Accounts (Accruals basis)

(year end 31.8.2020)

Methodist Church South East District Circuit No: 36/25

**Name of Charity:** South Kent Methodist Circuit

**Charity Registration Number:** 1159742 **Date of registration:** December 2014

**Address of Charity:** South Kent Circuit Office  
St Andrew's Methodist Church  
Surrenden Road  
Folkestone  
CT19 4DY

## **Structure, Governance and Management:**

The South Kent Circuit forms part of the South East District of the Methodist Church and is governed by the Constitutional Practice and Discipline of the Methodist Church. With effect from December 2014 the Circuit has been registered as a Charity with the Charity Commission. The following Methodist Churches are linked to the Circuit:

Appledore, Charing, Dymchurch, Elham, Folkestone, Hamstreet (this is a Methodist/Anglican ecumenical partnership), Headcorn, Hythe, Lydd, Lyminge, New Romney, Rhodes Minnis, Shadoxhurst, Tenterden, St Andrews Cheriton, United Church Ashford (this is one united URC and Methodist church, meeting on 2 sites at Cade Road Ashford and Kennington), Wye.

## **Trustees:**

The Trustees of the Circuit are the members of the South Kent Methodist Circuit Meeting, which meets twice a year - this includes the following people:

**Chair:** Rev. Samantha Funnell (Superintendent Minister)

**Other Ministers:** Rev. Robin Blount, Rev. Paul Dean, Rev. Patricia Fogden, Rev. Helen Hollands, Rev. Kevin Taylor

**Circuit Finance Officer:** Mrs Christine Slater

**Circuit Stewards:** Mrs Pam Couchman (Senior Circuit Steward), Mr Stewart French, Mrs Gwen French, Mrs Mrs Elizabeth Talbot, Mr David Tocher, Mr Noel Grabham

### Other members:

Each church within the Circuit elects up to 3 representatives to the Circuit Meeting; some by virtue of the role they hold (i.e. church treasurer and steward/secretary) plus one other representative elected by the Church Council. Upon appointment they become Trustees of the Circuit. Various other Circuit Officers are also members of the Circuit Meeting as per the requirements of Methodist Standing Orders, these members are appointed by the Circuit Meeting. The Leaders of Worship and Preaching (LWP) meeting appoints representatives from within their number to the Circuit Meeting and they also become trustees. Retired ministers living in the area can opt to be a trustee if they wish. Some members are members by virtue of their role within the South East District.

A full list of trustees including those appointed by churches, other committees, or those who hold Circuit or District office is attached at the end of this report. (Appendix 1).

Circuit Co-ordinator: Mrs Lisa Cooper is a non-trustee who manages the day-to-day running of the finances of the South Kent Methodist Circuit. She is a non-voting member of the Circuit Meeting who takes the minutes.

Throughout the year, in between full meetings of the Trustees, The Circuit Leadership Team, and its sub-committee the Circuit Strategy Group, meets regularly to manage the running of the Circuit.

### The Circuit Leadership Team consists of:

The Chair of the Circuit Meeting (Rev. S Funnell), other Ministers, all Circuit Stewards, Mrs Lesley Charnley (a rep. from the United Church Ashford) and Mrs Lisa Cooper (Circuit Co-ordinator).

### The Circuit Strategy Group consists of:

Rev. Sam Funnell (Superintendent Minister), Mrs Pam Couchman (Senior Circuit Steward), Rev. Kevin Taylor (Minister) and Rev. Helen Hollands (Assistant Chair of District)).

### **Statement of Trustees' Responsibilities :**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities have been followed
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that activities will continue

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the South Kent Methodist Circuit. The Charity's annual report and accounts for the year ended 31st August 2020 have been prepared in accordance with the Charities Act 2011 and the Charities Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard (FRSSE). The Trustees are also responsible for taking reasonable steps to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

## Financial Information:

The South Kent Methodist Circuit holds Bank accounts with the following Banks:

The Royal Bank of Scotland plc 36 St Andrew Square Edinburgh United Kingdom EH2 2YB	Central Finance Board of the Methodist Church 9 Bonhill St London EC2A 4PE (Investment Banker)	Trustees for Methodist Church Purposes Central Buildings Oldham Street Manchester M1 1JQ (Investment Banker)
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## Independent Examiner:

Andrew Tuck, Chandler Tuck (Chartered Accountants)  
1<sup>st</sup> Floor, 30 North Street, ASHFORD, Kent, TN24 8JR

## Public Benefit - Objectives and Activities:

The trustees have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. All our activities are undertaken to further our charitable purposes for the public benefit. We aim to enable ordinary people to live out their faith as part of their churches and local communities through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in their vicinity.
- Missionary and outreach work.

This is in line with the Mission Statement of the South Kent Methodist Church which states:

### *Mission Statement:*

The South Kent Methodist Circuit exists to enable its local churches and ecumenical partnerships to offer Christian witness, worship and work in their local communities.

We seek to build up our sense of togetherness as one in Christ, offering the love of God and guided by the Holy Spirit.

*To that end and under-girding all things in prayer, our Priorities are:*

1. To facilitate worship in churches and other venues such as Grace Court (MHA home) in Folkestone.
2. To nurture and resource individuals, groups and churches to discern and fulfil their God-given gifts and callings, within a safe space.
3. To give guidance and direction for the future of Methodism in this area, within the South East District and the whole Connexion.
4. To expand and explore every opportunity to work with ecumenical partners and other like-minded agencies in areas of church and community life.
5. To work alongside and support the work of MHA at Grace Court, Folkestone and the John Wesley School in Ashford.

## Review of the year and plans for future periods:

The Circuit has continued to resource the churches, to enable the continued provision of public worship, as well as assisting the individual church councils in their responsibilities regarding their property maintenance, Safeguarding, GDPR etc.

The Covid-19 pandemic had a big impact on churches as it did other organisations. Many of our places of worship stayed closed from the initial lockdown in March through to the end of the church year in August. This meant a new way of working for meetings and worship, and staff and lay volunteers worked hard to provide various alternative forms of worship from podcasts and livestreams, to zoom fellowships and prayer groups, and printed resources sent to many isolated people without internet access. Circuit staff have continued to care for church members and others in the local community, sadly this has included more funerals than usual this year.

Although we were not expecting any changes to ministerial staffing levels this year, Rev. Sam Funnell was asked by the Methodist Church to leave her appointment in the Circuit to take up another priority appointment and she moved to the Wey Valley Circuit in August 2020. This move happened outside of the usual stationing timeline and as it was not possible to find another minister to replace her, an existing Circuit minister, Rev. Helen Hollands, agreed to take on the role of Superintendent alongside her role as Assistant Chair of the Methodist South East District. Rev. Kevin Taylor confirmed that he will retire in the summer of 2021 when his current appointment comes to an end.

The Circuit is therefore looking at ways of regrouping churches to ascertain what staffing we need to look for from September 2021, via the Methodist stationing process. Changes proposed to the minimum number of trustees a church is allowed to have, coupled with the financial impact of the pandemic on individual churches, adds to the need to plan strategically and work in different ways going forward. Clustering churches into groups working together as one and selling some of our buildings that are difficult to maintain are two ideas under consideration and the Circuit is reflecting on priorities for the future. As an interim measure while we are short staffed, one of our local preachers Mr Roy Hollands has been appointed as a lay pastoral assistant for one year from 1<sup>st</sup> September 2020 and a retired minister, Rev. Malcolm Peach, has been appointed to care for 2 of the churches in Folkestone, also for 12 months. The circuit also set up an 'unlocking team' of people to assist churches with their risk assessments and oversee preparations for returning to using our buildings for worship and lettings.

The Circuit has not yet seen a significant financial impact from the pandemic. Churches have continued to pay their assessments although some are struggling to do so and some have lost significant income from lettings. There may be a greater financial impact on the circuit in the year to come. In terms of expenditure, although postage, printing and phone costs have increased, there have been significant savings on travel expenses.

The Circuit has been exploring possible ways of using money from the sale of a closed church to fund mission projects in the surrounding area, particularly as there is much housing development planned in the near future. Following advertising, shortlisting and interview, Mr Tom Lewis was appointed as New Housing Missioner with effect from 1<sup>st</sup> September 2020. As part of his role he will also advise across the Kent area of the District regarding engaging with new communities in other housing developments.

The Circuit continues to support trainee worship leaders and local preachers and was pleased to mark the end of Ian Couchman's studies at Queen's College Birmingham – Ian takes up an appointment as a Probationary Minister in Sussex, with effect 1<sup>st</sup> September 2020.

The Circuit has continued to assist the churches with their property maintenance and has also worked to maintain its manses (houses that are provided for Ministers) well and ensure that they work for their staff as homes and places of work. We continue to support a family in the manse in Tenterden, in liaison with Ashford Borough Council's Refugee Resettlement Programme.

The Circuit maintains its links with The John Wesley Primary School, through leading Collective Worship and providing 3 Foundation governors. The circuit also has links with Grace Court - a Methodist Homes sheltered housing complex in Folkestone. It has not been possible to hold communal events and worship during the pandemic but the pastoral care has continued remotely, with residents receiving regular printed worship

resources via their chaplain Mrs Val Redding. Mrs Pauline Harden, one of our pastoral visitors, is part of the Chaplaincy team at the William Harvey Hospital but this work has also been paused due to the pandemic.

Despite the challenges of our current context we look forward to the year ahead as we reshape to adapt to what will be a new normal for many people. We are working towards more on-line worship, improvement of our buildings, encouraging our staff and church members as we continue to care for one another and local communities. Currently and during this time of transition we are in the process of discerning how we might serve the Church and the wider community more effectively in the years to come.

### **Principal Funding Sources:**

The Circuit's main source of income is the Circuit assessment that each church is asked to provide to enable the Circuit to cover its expected running costs. In the year ending August 2020 the circuit received £211,155 in assessments from the churches of the circuit, and a further £51,267 of assessment paid in advance in August 2020, for the following year and counted in creditors. We received a contribution of £13,269 from the South East District towards the cost of one minister's stipend. We also received rental income amounting to £12,600 for the letting of one of our unused manses to a Syrian refugee family through Ashford Borough Council and the Government refugee relocation scheme. This is in line with the objectives of our charity and the tenancy is agreed through till December 2020.

Our total expenditure for the year, incurred in relation to our charitable activities amounted to £262,724 of which the Stipends paid to the staff of the circuit (including pensions and NIC) amounted to £139,926 A further stipends payment of £5,280 was paid in advance for the September 2020 stipends and has been counted in debtors.

Other expenditure includes the amounts we are asked to contribute to the Connexional and District administration of the Methodist Church (£34,561 and £7,308 respectively), reimbursement of trustees expenses, repair and maintenance of manses, property inspections, grants to local churches, and general admin costs. The annual end of year levy applied against monies held in our MTF account with the Trustees for Methodist Church Purposes in this year was £12,154. This is a percentage of funds held at the end of each year which is redistributed to other Circuits and Churches via our internal grant giving systems.

There are no long-term investments held by the Circuit. Interest on funds totalled £4,553 across all accounts.

### **Reserves Policy:**

The following reserves policy is approved by the Circuit meeting:

#### Reserves Policy for General Funds:

Under Standing Orders the Circuit must be able to meet its financial obligations in relation to the support of its Ministers and the maintenance of the manses. The total general running costs for the last financial year were about £250,000 (not including the grants and levy from the MTF account). Our policy is to hold at least six month's expenditure in hand (£125,000).

#### Reserves Policy for Restricted Funds:

Money held in the MTF is from the sale of Manses and churches and is restricted by conference. Our policy regarding this money is as follows;

- Money from the sale of manses is to be held to be spent on the improvement, upkeep and potential replacement of manses.
- Income from the sale of church premises is to be held as a resource to assist in resourcing our local churches so they may continue to expand the mission of the circuit as guided by the circuit mission policy.

**Grant-making Policy:**

The South Kent Methodist Circuit maintains a policy for providing grants to churches within the Circuit. Applications are assessed on how much they are likely to further the Circuit's and local church's mission. As a rough guide the Circuit will consider supporting a project for up to 1/3<sup>rd</sup> of the total cost. As a Christian organisation we also on occasion make donations to local charitable causes which are in keeping with our charitable purposes. These requests are brought to the Circuit Meeting and agreed on by a majority vote.

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## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31/8/20

	NOTES	UNRESTRICTED FUNDS (CFB & RBS)	RESTRICTED FUNDS (MTF ACCOUNT)	Yr end Aug 2020	Yr end Aug 2019
<b>INCOME:</b>	3	£	£	£	£
GRANTS	6	1,500.00	0.00	1,500.00	18,750
DONATIONS	4	2,809.16	0.00	2,809.16	5,644
CHARITABLE ACTIVITIES					
i) CIRCUIT ASSESSMENT	5	211,155.00	0.00	211,155.00	200,104
INVESTMENTS - INTEREST	7	519.71	4,033.09	4,552.80	2,963
OTHER - i) LOAN REPAYMENT		0.00	0.00	0.00	2,056
ii) RENT FROM MANSE	6	12,600.00	0.00	12,600.00	12,600
iii) DISTRICT CHAIR STIPEND	6	13,269.00	0.00	13,269.00	11,114
iv) STAFF LEAVING COLLECTIONS		2,390.00	0.00	2,390.00	836
v) BANK ERROR		9.40	0.00	9.40	0
<b>TOTAL INCOME</b>		<b>244,252.27</b>	<b>4,033.09</b>	<b>248,285.36</b>	<b>254,066</b>
<b>EXPENDITURE:</b>	3	£	£	£	
STIPENDS, NIC & PENSIONS	10	139,925.57	0.00	139,925.57	160,339
DISTRICT ASSESSMENT		7,308.00	0.00	7,308.00	6,125
METHODIST CHURCH FUND		34,561.00	0.00	34,561.00	32,643
TRAVEL		9,068.52	0.00	9,068.52	14,821
PHONE & INTERNET		3,364.42	0.00	3,364.42	3,891
INSURANCE		3,203.55	0.00	3,203.55	3,455
MANSES					
i) REPAIRS & MAINTENANCE		4,771.91	0.00	4,771.91	12,268
ii) COUNCIL TAX		9,792.16	0.00	9,792.16	10,984
iii) WATER RATES ETC		2,511.72	0.00	2,511.72	3,073
ADMIN					
i) POSTAGE, PRINTING & STATIONERY ETC.		7,665.41	0.00	7,665.41	7,149
ii) PROPERTY INSPECTIONS		9,400.04	0.00	9,400.04	3,120
iii) REMOVAL COSTS		717.00	0.00	717.00	0
iv) OTHER CIRCUIT ADMIN			568.88	568.88	607
GRANTS & DONATIONS		6,930.16	1,500.00	8,430.16	5,521
STAFF LEAVING COLLECTIONS		2,390.00	0.00	2,390.00	936
LQR EXTENSION/REFURB			6,628.56	6,628.56	49,431
OTHER (LEAVING GIFTS)		263.29	0.00	263.29	100
END YEAR LEVY-DIST ADVANCE FUND			12,154.17	12,154.17	13,576
					0
<b>TOTAL EXPENDITURE</b>		<b>241,872.75</b>	<b>20,851.61</b>	<b>262,724.36</b>	<b>328,039</b>
NET INCOME (-EXPENDITURE)		£2,379.52	-£16,818.52	-£14,439	-73,973
NET TRANSFERS BETWEEN ACCOUNTS		£8,350.00	-£8,350.00	£0	0
EXTRAORDINARY INCOME, SEE BALANCE SHEET		£0.00	£320,255.00	£320,255	83,132
NET MOVEMENT IN FUNDS		£10,729.52	£295,086.48	£305,816	-73,973
FUNDS BROUGHT FORWARD 1/9/19		£75,185.55	£284,438.93	£359,624.48	350,465
FUNDS CARRIED FORWARD AT 31/8/20		£85,915.07	£579,525.41	£665,440	359,624
PLUS FIXED ASSETS FROM NEXT PAGE				1,005,215	1,239,027
<b>TOTAL ASSETS CARRIED FORWARD 31/8/20</b>				<b>1,670,655</b>	<b>1,598,651</b>

31st August 2020

**TANGIBLE FIXED ASSETS**

Brought Forward	£1,239,027
Revaluation manses+/-	-£233,812
<b>Manses carried forward</b>	<b>£1,005,215</b>

The difference is because of the sale of one of the manses.

The income is detailed below and shown as extraordinary income on the SOFA.

**TOTAL FIXED ASSETS CARRIED FORWARD £1,005,215**

**Extraordinary Income & Expenditure**

**Sale of Primrose Drive Manse & purchase of new build manse**

PRIMROSE DRIVE SALE PRICE	£365,000
LESS AGENTS FEES	-£4,389
LESS SOLICITORS FEES	-£1,056
<b>NET PROCEEDS</b>	<b>£359,555</b>

LESS EXPENDITURE TOWARDS NEW MANSE -£39,300 deposits and searches

**REMAINING PROCEEDS IN MTF £320,255** as shown under extraordinary income on SOFA  
(PENDING PURCHASE OF NEW MANSE, DELAYED BY COVID)

<b>CURRENT ASSETS</b>	DEBTORS & PREPAYMENTS	5,280 prepaid stipends Aug 2020
	CASH AT MTF ACCOUNT (Main)	573,771 from statement
	CASH AT MTF ACCOUNT (MW)	5,755 from statement
	CASH AT CFB Manse	30,194 from statement
	CASH AT CFB Main	86,400 from statement
	CASH AT RBS	31,029 from statement
	CASH IN HAND (UNCLEARED CREDITS)	10,927 uncleared income Aug 2020 (cheques recd 28/8)
		<u>743,356</u>
	CREDITORS & ACCRUALS	
	CREDITORS	51,267 prepaid assessments August 2020
	CREDITORS	25,000 prepaid District grant for NHM role (in CFB account)
	UNCLEARED PAYMENTS	1,649 uncleared cheques at end of yr
		<u>77,916</u>
<b>NET CURRENT ASSETS</b>		<b>665,440</b>
<b>FIXED ASSETS (FROM ABOVE)</b>		<b>1,005,215</b>
<b>TOTAL ASSETS</b>		<b>1,670,655 as SoFA</b>

The notes form part of these financial statements.

**SOUTH KENT METHODIST CIRCUIT** Registered Charity number 1159742

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

**1. Basis of accounting :**

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK (effective from 1 January 2015) – The Charities SORP (FRSSE) – in replacement for the SORP's 2005 version specified in its related 2008 Regulations and in accordance with the 'true and fair override' provision contained therein.

**2. Funds :**

The Circuit has restricted and unrestricted funds. Most of its income is unrestricted and can be used for the day to day furtherance of the charity's aims. Money from the sale of properties is restricted funds held in the Model Trust Fund accounts and its use is regulated by the Trustees for Methodist Church Purposes (TMCP) in Manchester in accordance with our Standing Orders.

**3. Accounting Policies :**

**Basis:** These accounts have been prepared on the basis of historical cost.

**Income Recognition :** Income is included in the Statement of Financial Activities (SOFA) when: the Circuit becomes entitled to the resources; the trustees are reasonably certain they will receive the resources; the monetary value can be measured with sufficient reliability. The majority of the charity's income comes from the 17 churches which comprise the Circuit.

**Resources Expended :**

This is recognised when a liability is incurred, or a constructive obligation arises, that results in the payment being unavoidable. Liabilities are recognised as soon as an outflow of economic benefit is considered more likely than not under the legal or constructive obligation committing the Circuit to pay out resources.

**VAT :**

Since the Circuit is not VAT registered, all input VAT is charged with the expenses to which it refers.

**Tangible fixed assets for use by the Circuit :**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £1000. They are valued at cost or a reasonable value on receipt. Where cost is not available, the Circuit Meeting may provide a reasonable estimate of cost or of the current value to the circuit. Our estimates are based on insurance values of the manses and, when relevant, disused churches in the Circuit's care. The properties have been reviewed for impairment.

Manses	2019-2020	2018-2019
142 Cheriton Rd	£252,320	£245,209
Trevone	£252,320	£245,209
87 Lower Queens Rd	£249,982	£242,937
Windover	£250,593	£243,530
63 Primrose Dve	SOLD DEC 2019	£262,142
<b>TOTAL</b>	<b>£1,005,215</b>	<b>£1,239,027</b>

#### Debtors and Prepayments :

Relates to the payment taken for September 2020 stipends in August 2020.

#### Creditors :

Creditors relates to the 1st quarter assessments for September-November 2020, received in August 2020 from the majority of Circuit churches, and to a grant of £25K also received in advance for the following year.

#### 4. Donations :

The Circuit received funds in the form of donations amounting to £2,809 (£5,644 in the previous financial year). This sum was made up of collections at Circuit events which are then passed on to other organisations, and there was a one off donation of £2000 passed on at the donor's request to one of our churches.

#### 5. Charitable Activities :

The majority of the charity's income is from the Circuit Assessments paid by the churches as follows –

Church	Advance payment August 2019	Total for 2019-20 (including Aug 2019)	Advance payment August 2020
Appledore	£1,100	£4,100	£1,000
Charing	£2,598	£11,392	£2,909
Dymchurch	£2,613	£10,452	£2,564
Elham	£2,964	£11,856	£2,539
Folkestone	£5,800	£23,200	£4,500
Hamstreet	£0	£7,737	£0
Headcorn	£1,542	£4,626	£1,418
Hythe	£5,644	£22,576	£5,144
Lydd	£800	£3,200	£800
Lyminge	£3,051	£12,204	£2,802
New Romney	£1,576	£6,304	£1,500
Rhodes			
Minnis	£1,179	£4,716	£1,000
Shadoxhurst	£1,896	£7,584	£1,955
St Andrews	£7,600	£30,400	£6,309
Tenterden	£3,400	£13,600	£3,400
United Church			
Ashford	£7,250	£29,000	£11,375
Wye	£2,052	£8,208	£2,052
TOTAL	£51,065	£211,155	£51,267

#### 6. Other Income :

The circuit received a grant of £1,500 towards the costs of setting up the New Housing Missioner role.

The Circuit received a contribution of £13,269 from the South East District towards the stipend of a minister who works part time for the District.

The Circuit received rent income of £12,600 from the letting of one of the manses. This manse is not held for the purposes of generating an income and therefore the Circuit does not consider it an investment property as it is held for the long term purposes of the charity.

#### 7. Investment Income :

Interest	2019-2020	2018-2019
Interest received from Model Trust Fund	£4,033.09	£2,615
Interest received from CFB account	£504.28	£336
Interest received from current account (RBS)	£15.43	£12
<b>Total</b>	<b>£4552.80</b>	<b>£2,963</b>

#### 8. Payment to Trustees :

No payments were made to Trustees for additional services provided to the Circuit.

12 trustees were reimbursed expenses relating to travel, postage, stationery, manse repairs, phone and internet costs. There was significantly less spent on travel this year due to the pandemic but we did incur additional postage, phone and other admin costs as we adapted to new ways of keeping in touch, meeting together and circulating information.

	2019-2020	2018-2019
Number of trustees reimbursed	12	13
Total amount reimbursed	£11,479	£16,860

#### 9. Fees for examination of the accounts :

Independent examiner's fees for reporting on the Accounts:

2019-2020	2018-2019
£180	£150

#### 10. Paid Employees :

The Circuit had 1 paid lay employee this year and last year. Mrs Lisa Cooper, Circuit Coordinator.

The stipend, employer's NIC and employer's pension contributions of the Ministers are paid by the Methodist Connexion (and by the United Reformed Church in the case of Rev. P Dean). The Circuit provides funds to meet the cost. The Supreme Court held in 2014 that Methodist ministers are not employees of the church. However, when dealing with NI Contributions and pension contributions, the terms 'employer' and 'employee' are used as they would be in an employing body.

STIPENDS	111,347.34
PENSIONS	18,132.31
NIC	6852.72
APPRENTICE LEVY & ADMIN	886.04
<b>TOTAL</b>	<b>139,925.57</b>

**11. Debtors:** £5,280 - relating to the payment taken in August for the Ministers' September stipends

**12. Creditors :** £51,267 – relating to the receipt in advance of the September-November quarterly Circuit Assessment from the churches in the Circuit and £25K grant received in August 2020 for the New Housing Missioner role 2020-21.

## Declarations and Scrutiny

I confirm that these accruals-based accounts for the year to 31 August 2020 have been prepared from the records of the Circuit and that they include all funds under the control of the Circuit meeting.

Signature of treasurer *Christine Slater* ..... Date 17/3/21.....

**Name and address of treasurer**

CHRISTINE SLATER (Circuit Finance Officer)  
11 Green Close  
Hawkinge  
FOLKESTONE, Kent  
CT18 7EL

**Presentation to the Circuit meeting**

I confirm that the annual report and accounts for the year ended 31 August 2020 were ~~not~~

presented to the Circuit meeting held on 17/3/21.

Signature of the Chair of the meeting *H. Hollands* .....

Name of the Chair of the meeting REV. H. HOLLANDS ..... Date 17/3/21.....

### Independent Examiner's Report to the Trustees of the South Kent Methodist Circuit Charity Number 1159742

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the South Kent Methodist Circuit for the year ended 31 August 2020 set out on pages 1 to 12. As the Circuit'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 Circuit'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

# South Kent Methodist Circuit No: 36/25

## Independent Examiner's Statement

[The Circuit's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of .....ICAEW..... (insert name of applicable listed body)]. Delete [ ] if not applicable.

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; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination *Delete if not applicable ie all R&P accounts*
- the trustees' annual report is not consistent with the accounts *Delete if not applicable ie all R&P accounts.*

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

ANDREW TUCK

Relevant professional qualification of independent examiner

ICAEW

Name of firm (where appropriate)

Chandler Tuck Chartered Accountants  
1<sup>st</sup> Floor  
30 North Street  
Ashford, Kent  
TN24 8JR

Date

4 March 2024

\* delete or circle as appropriate

**Appendix 1 - SOUTH KENT CIRCUIT MEETING MEMBERSHIP (TRUSTEES) at 31/8/20**

<b>Name</b>	<b>Name</b>	<b>Church/Circuit</b>	<b>Role</b>
Andrews	Yvonne	HYTHE	Elected Representative
Andrews	Daphne	RHD MINNIS	Treasurer
Bains	Elva	TENTERDEN	Steward
Beale	Vivienne	APPLEDORE	Treasurer
Blackwell	Diana	DYMCHURCH	Steward
Blanch	Andrew	LYMINGE	Elected Representative
Blanch	Chris	LYMINGE	Treasurer
Blount	Robin	CIRCUIT	MINISTER
Brumwell	Joy	CIRCUIT	LP Meeting rep
Carter	Janet	HAMSTREET	Steward
Challoner	David	UCA	Treasurer
Chapman	Geoff	WYE	Steward
Charnley	Lesley	UCA	Steward
Colbourn	Gillian	DYMCHURCH	Elected Representative
Cooper	Jeremy	SHADOXHURST	Treasurer
Couchman	Pam	CIRCUIT	Circuit Steward
Cursons	Les	SHADOXHURST	Steward
Dean	Paul	CIRCUIT	MINISTER
Donovan	Angela	HEADCORN	Treasurer
Endersby	Christine	TENTERDEN	Treasurer
Ewart-James	Alan	HYTHE	Treasurer
Fazzani	Brenda	APPLEDORE	Steward
Fogden	Patricia	CIRCUIT	MINISTER
Fowle	Colin	CHARING	Steward
French	Gwen	CIRCUIT	Circuit Steward
French	Stewart	CIRCUIT	Circuit Steward
Funnell	Sam	CIRCUIT	MINISTER (Chair of Trustees till 31/8/20)
Gold sack	Anya	CIRCUIT	Synod Rep
Gold sack	Steve	CIRCUIT	Synod Rep
Grabham	Noel	HEADCORN	Steward
Haggerty	Ron	HEADCORN	Elected Representative
Hancox	Colin	NEW ROMNEY	Steward
Harden	Pauline	CIRCUIT	Connexional Funds secretary
Heath	Deborah	WYE	Treasurer
Hewitt	Margaret	RHD MINNIS	Elected Representative

Heywood	Lynn	ST ANDREWS	Elected Representative
Hollands	Helen	CIRCUIT	MINISTER
Hollands	Roy	DISTRICT	District Ecumenical Officer
Jacobs	Denise	LYMINGE	Steward
James	Tim	CIRCUIT	LP Meeting rep
Lunn	Barbara	CIRCUIT	LP Meeting rep
Makey	John	CIRCUIT	Supernumerary
Miller	Bill (C.W)	HAMSTREET	Elected Representative
Morgan	Eileen	CIRCUIT	Connex Funds/MWiB
Murray	Jean	CHARING	Treasurer
Newell	Martin	ELHAM	Treasurer
Pearson	Colin	DISTRICT	District Rep
Pearson	Jill	UCA	Elected Representative
Pogson	Pauline	LYDD	Elected Representative
Preston	Terry	DYMCHURCH	Steward
Redding	Val	CIRCUIT	Grace Court Chaplain
Richards	Gwyneth	LYDD	Steward
Richards	David	LYDD	Treasurer
Royal Simpson	John	FOLKESTONE	Treasurer
Sharp	Darron	ST ANDREWS	Steward
Sharp	Susie	ST ANDREWS	Treasurer
Shipton	Dudley	CIRCUIT	LP Meeting rep
Slater	Christine	CIRCUIT	LP Meeting rep
Talbot	Elizabeth	CIRCUIT	Circuit Steward & Folkestone
Taylor	Kevin	CIRCUIT	MINISTER
Tocher	David	CIRCUIT	Circuit Steward
Tutton	Christopher	RHD MINNIS	Steward
Walls	Rosemary	HYTHE	Steward
Williams	Marjorie	FOLKESTONE	Steward
Wilson	Jim	DISTRICT	District Rep