



# 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 (Rev. 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<br>36 St Andrew Square<br>Edinburgh, EH2 2YB<br>(account closed May 2021)           | Central Finance Board of the<br>Methodist Church<br>9 Bonhill St<br>London<br>EC2A 4PE<br>(Investment Banker) | Trustees for Methodist Church<br>Purposes<br>Central Buildings<br>Oldham Street<br>Manchester<br>M1 1JQ<br>(Investment Banker) |
| The Co-operative Bank<br>PO Box 250,<br>Delf House, Southway,<br>Skelmersdale WN8 6WT<br>(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<br>(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 manse +/-        | £294,414          |
| <b>Manse 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> |
|---|-------------------|

**Extraordinary Income & Expenditure - Purchase of new Manse**

Balance on completion including legal fees £341,605

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

**£348,310** as shown under extraordinary expenditure on SOFA

|                                  |                                  |   |
|----------------------------------|----------------------------------|---|
| <b>CURRENT ASSETS</b>            | <b>DEBTORS &amp; PREPAYMENTS</b> | 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<br>August 2020 | Total for 2020-21<br>(inc Aug 2020) | Advance payment<br>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 16/5/22

#### 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 Helen Hollands

Name of the Chair of the meeting REVD HELEN HOLLANDS Date 16/5/22

### 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 PCA  
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      |