

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

Swaffham Methodist Church	Church
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FOR THE YEAR ENDED
31 August 2025

Central Norfolk Circuit	Circuit	Circuit no.	14/15
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Registered Charity - Charity Registration number

1163777

If not a registered charity His Majesty's Revenue and
Customs Gift Aid number

Not applicable

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Minister:

Rev. Anne Richardson

Church Stewards:

Dr David Jones
Mrs Susan Jones
Mrs Sandra Simm
Mrs Anne Thorp
Mrs Jo Trick

Treasurer:

Ms Sarah Rodgers

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		£	£	£	£
a1	RECEIPTS Note				
a2	Offerings and Tax recovered	28,835		28,835	30,063
a3	Bank and CFB interest and Investment income	476	239	715	1,582
a4	Lettings	2,826		2,826	4,768
a5	Other receipts	38,795	1,064	39,859	9,064
a6	TOTAL RECEIPTS	70,932	1,303	72,235 (a7)	45,477

SECTION B					
b1	PAYMENTS				
b2	Circuit Assessment or Share	30,360		30,360	28,215
b3	Donations 656			656	850
b4	Repairs and Maintenance	40,911		40,911	6,056
b5	Utilities (Insurances, water charges, heating & lighting)	7,718		7,718	6,047
b6		1,199		1,199	1,239
b7	Other payments	681		681	380
b8	TOTAL PAYMENTS	81,525		81,525 (b9)	42,787

SECTION C					
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(10,593)	1,303	(9,290)
c2	Total funds brought forward from last year		44,079	2,197	46,276 (c6)
c3	Sub total	(c1+c2)	33,486	3,500	36,986
c4	Transfers and adjustments				(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	33,486	3,500	36,986 (c8)

SECTION D					
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS					
d	(these amounts are not to be included in total receipts/payments figures above)			£	£
d1	Balance brought forward from last year				
d2	Offerings/Gifts - received for external organisations			582	
d3	Offerings/Gifts - passed to external organisations			356	
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)		226	

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

SECTION E

Please follow the Guidance Notes to complete this page

Summary of the Church accounts for the year ended 31 August 2025 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1						
e2						
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds					(e11)	(e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	72,235 (a7)	81,525 (b9)	(9,290)	(c7)	46,276 (c6)	36,986 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	72,235	81,525	(9,290)		46,276 (x)	36,986 (y)
Continue on a separate sheet if necessary and bring the totals forward	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2025

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	25,259	13,442
f3 Bank Deposit Account		
f4 Central Finance Board	19,082	20,436
f5 Trustees for Methodist Church Purposes		
f6 Other funds	1,935	3,108
f7 SUB TOTAL - Church accounts	46,276 (c6)	36,986 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	46,276 (x)	36,986 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2024	At 31 August 2025
g1 Investments (include Endowments)		
g2 Land & Buildings (see notes re Insurance value)	1,620,377	1,677,067
g3 Other Assets	114,829	118,846
g4 Loan(s) - show amount outstanding at year end		
g5 Other Liabilities		10,000

f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5)

Name of Church Swaffham Methodist Church

No: 14/15

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2025 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer  Date... 10.3.2026

Name and address of treasurer Sarah Rodgers

8 Church Lane, Holme Hale, Norfolk IP25 7DS

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2025 were presented to the meeting of the Church trustees held on ... 12/11/2025.....

Signature of the Chair of the meeting 

Name of the Chair of the meeting Rev. Neil Vels

Independent Examiner's Report to the Trustees of the

..... Swaffham Methodist

Charity Number .. 1163777

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Swaffham Church for the year ended 31 August 2025 set out on pages 20 to 5. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

Independent Examiner's Statement

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

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

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 **AVRIL TEMPLE**

Relevant professional qualification of independent examiner **RETIRED [BANKING SECTOR]**

Name of firm (where appropriate)

Address **61 OAK ST FAKENHAM**

..... Post Code **NR21 9DZ**

Date **10/3/2026**

* delete or circle as appropriate

RESERVES POLICY

Report on behalf of

Swaffham Methodist Church / Church Council

To

Central Norfolk Circuit / East Anglia District

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charity Commission guidance in CC19.

- (i) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money
- (ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

- (iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

- (iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

- (v) Our Report is attached overleaf



* please delete as appropriate

To be completed by Receiving Body

The

*Circuit Meeting/District received the RESERVES POLICY of

*Church Council/Circuit Meeting/District

Policy accepted and acknowledgement sent to the trustees

YES ☐ / NO ☐

Policy noted and the following enquiries made of the trustees

Responses received and any further action taken

*Circuit/District

Signatures ... Date.....

* Please delete as appropriate

RESERVES POLICY of

Swaffham Methodist Church / Church Council

1.	General Funds held at Y/E 31/08/2025	£28,487
2.	Restricted Funds held "	£8,499
3.	Endowment Funds held "	£00.00

4. Reserves policy for General Funds**General Funds breakdown**

For general use - £ 19,052

With CFB - £ 17,934 (including Reserves of £5,234)

The year under review saw a small reduction in both income from lettings and regular giving, the latter also impacting Gift Aid income. Quinquennial repairs were on-going but have been helpfully offset by the grant from the Breckland Heritage Fund. A modest surplus, which was transferred to the Reserve account last year, has been called upon to support the Quinquennial repair costs. This has reduced the funds in the Reserves account. Monies set aside for mission and outreach have not needed to be touched.

5. Policy for Restricted Funds

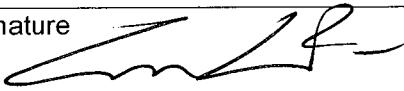
The church continues to play an important role in the spiritual, civic and community life of the town and surrounding villages and is recognised and appreciated for its participation and contribution. There is a determination to respond to the call to mission and both maintaining the building to a high standard and building up financial resources are seen as practical actions towards this.

6. Terms relating to Endowment Funds held

None held.

This Reserves Policy has been approved by

Swaffham Church Council

Treasurer	Church Secretary
Full name Sarah Rodgers	Full Name Sandra Simm
Signature 	Signature 