

Registered Charity Number 1168635

WHITCHURCH METHODIST CHURCH, CARDIFF

Trustees Report

and

Financial Statements for the year ended 31st August 2025

WHITCHURCH METHODIST CHURCH

Trustees' Annual Report 1st September 2024 – 31st August 2025

Whitchurch Methodist Church is a constituent church of the Methodist Church in Britain within the Cardiff Circuit (The Methodist Church in Cardiff and Caerphilly) which in turn is part of The Methodist Church in Wales - Wales Synod Cymru. It is a registered charity, Number 1168635

Address: Whitchurch Methodist Church, Penlline Road, Whitchurch, Cardiff,
CF14 2AA

Minister: Revd. Dr. Stephen Wigley (to 31st August 2025)
Revd. Evelyn R. Bhajan (from 1st September 2025)

Church Secretary: Mrs Allison Hill, 43 High Street, Pontypridd, Rhondda Cynon Taff CF37 1QP

Organisation Structure: The members of the Church Council are the Managing Trustees. During the year 2024/25 the following people served as members of the Church Council:

Chair: The Revd. Dr. Stephen Wigley
Ms Judith Powell (Church Treasurer)
Mrs Allison Hill (Church Council Secretary)
Mrs Linda Carpenter
Mrs. Pamela Evans
Mr. Trevor Evans (Church Steward)
Mr. Colin Jones
Miss Alison Ketteridge
Mrs Josephine Ketteridge
Mrs Enid Nash (Senior Steward)
Mr Eric Nash
Mrs Helen Smith
Mrs Christine Stanley
Mr Andrew Swatton (Church Steward)
Mrs Menna Swatton
Mrs Monica Symonds (Church Steward)
Mrs Janet Woodcraft (Church Steward)

Mr Steve McElveen (Circuit Steward)

There is a Church Finance and Property Committee accountable to the Church Council which oversees matters related to Finance and Property.

There is a Café Management Group accountable to the Church Council which oversees the running of the Roundabout Café

Membership: At the 31st August 2025, there were 38 full members of the Church

STRUCTURE AND GOVERNANCE

Whitchurch Methodist Church, Cardiff is part of the Cardiff Methodist Circuit that is accountable to the Wales Synod and the Methodist Conference.

The governing documents are the Deed of Union (1932), the Methodist Church Act (1976) and Methodist Church Standing Orders as found in The Constitutional Practice and Discipline of the Methodist Church (CPD).

The decision-making body for the Charity is the Church Council that meets twice a year.

Trustees have been issued with a copy of the Essential Trustee as provided by the Methodist Church (also available on the Methodist Church in Britain website) and have been directed to the Trustees Document on the Charity Commissioners website. A copy of our governing document (CPD) which is revised annually following the Methodist Conference is available on the Methodist Church in Britain website.

The managing trustees are also responsible for safeguarding the assets of the church and hence for taking responsible steps for the prevention and detection of fraud and other irregularities.

The church has an appointed Safeguarding Officer and Safeguarding is always included on the agenda of each Church Council Meeting and our safeguarding policy is reviewed on an annual basis.

The Annual General Church Meeting is open to all church members and also to all other persons on the community roll. Church Stewards and Members of the Church Council are elected at this meeting.

OBJECTIVES AND ACTIVITIES

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

- (a) The Christian Faith in accordance with the doctrinal standards and discipline of the Methodist Church;
- (b) Any charitable purpose for the time being of any Connexional, District, Synod, Circuit, local or other organisation of the Methodist Church;
- (c) Any charitable purpose for the time being of any society or institutional 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

Mission and Vision Statement

Service: The church exists to be an open and welcoming community, to be a good neighbour and to challenge injustice.

Learning and Caring: The church exists to offer ways for all ages to learn about faith as Christians through mutual support and care

Evangelism: The church exists to make more followers of Jesus Christ by inviting people into life-changing discipleship and service.

Worship: The church exists to increase awareness of God's presence and to celebrate God's love by worship and preaching which have depth and relevance.

Public Benefit

The trustees of the Methodist Church had due regard to the public benefit guidance published by the Charity Commission in compliance with its duties under Section 17 of the Charities Act 2011. The guidance sets out 2 key principles:

1. The organisation must have an identifiable benefit
2. The benefit must be to the public or a section of the public

The church exists, inter alia to:

1. Increase awareness of God's presence and to celebrate God's love;
2. Help people to learn and grow as Christians, through mutual support and care; and
3. Be a good neighbour to people in need and challenge injustice.

The trustees consider that for these reasons the charity meets these public benefit requirements.

Volunteers

Many of the jobs in the church are done by volunteers, and although formal records are not kept of the number of hours contributed in order to run the church and the café on a day-to-day basis, it must be said that the church's work relies to a great extent on the contribution made by a willing band of volunteers (to whom the trustees express their sincere gratitude).

ACHIEVEMENT AND PERFORMANCE

Worship

Public worship is held each Sunday Morning. All are welcome to come to the table and share in the Lord's Supper at Communion Services which are usually held once a month. The congregation continues to enjoy the pattern of serving refreshments after the service in the coffee-shop.

We are involved in several ecumenical activities with other churches in the Whitchurch and surrounding area. We have shared in and taken our turn at hosting the local Churches Together monthly service of prayer. A Remembrance Sunday service was held in the church again this year, with the minister and some members of the congregation joining the wider community at the War Memorial at 11am. We also shared in ecumenical services for the Week of Prayer for Christian Unity in January, and an ecumenical March of Witness on Good Friday. In particular we have been delighted to develop our growing relationship with the Welsh Church Ebeneser who meet for worship with us on Sunday afternoons and who share increasingly in special services and other events with us.

It has been good to return to a more regular pattern of Christmas and Easter services, including a service led by the choir and a well-attended Christingle service on Christmas Eve. However, the Sunday School continues to be impacted by the period of Covid restrictions and so meets only intermittently.

A Church house-group continues meeting in person on Mondays to share in Bible Study and fellowship.

Church Choir

The Choir has regular meetings for practice on a Thursday afternoon and has resumed its pattern of leading worship for special services, for example during the Christmas season.

Prayer

A Prayer Box is situated in the Church café which may be used by church members and the general public to request prayers for either themselves or others and this is opened each Sunday morning prior to the service. As the Prayer Group is still not meeting, these prayers are placed onto the church's Prayer Chain which has a coordinator and a number of participants. When requests for prayer are received the coordinator contacts the participants via text and telephone with the appropriate details. This system enables the Church to respond quickly to urgent requests for prayer.

Pastoral Care

A team of Pastoral Visitors has been appointed and each visitor has a list of people for whom, together with the minister, they are responsible for keeping in touch. In order to provide some assistance to our previous Minister as she took on the role of Superintendent Minister and in response to the Covid situation, a telephone system was put in place to ensure that we kept in touch with all those on our community roll. This has proved to be an effective way to exercise care so we have continued with it.

Outreach

The Parent and Toddler Group meets on Wednesday mornings in term-time from 9.30-11.00am and is well attended by a regular group of Mums, child-minders & grandparents with their toddlers. The Minister also attends regularly and has led special services for Christmas and Easter. This group is an outreach into the community and seems to be much appreciated by those who attend.

The Roundabout Café has continued to be a major part of the Church's mission to the wider community, providing a safe space for people who might otherwise feel lonely and shut in, as well as providing refreshments and good nutritious food. The Café is open on 3 days (Tues/Wed/Thurs) a week with food preparation on Mondays and this continues to be very successful both in terms of reducing the pressure on volunteers and enabling the Café to operate on a higher capacity for the days it is open, as a result it has continued to run at a small but steady operating surplus.

So the future of the Café now looks pretty stable, which is important because the feedback from those who use it is that it is providing a very valuable service to the local community, as well as fulfilling the Calling of the Methodist Church to provide pastoral care and be a good neighbour to those in need.

Support for other Charities and Organisations

The Church continues to support other charities and organisations through a variety of events, activities and collections. Those supported during the year include Action for Children, Christian Aid and Space4U.

Use of Premises

The Premises are widely used by a wide range of community groups, from Dance classes, to Rainbows, to Elder fit and various Musical groups, as well as for special concerts by local schools.

Financial Review

The Financial Report is submitted separately in the form of Standard Form of Accounts (SFOA) as prescribed by the Methodist Church.

The principal source of funding is the freewill offerings made by our congregation, through the envelope system, open collection, and by standing orders. The other main source of income is through the letting of our halls. Church finances continue to be reviewed on a regular basis as we hope to recover following the pandemic.

The Church has contributed to Methodist Connexional Funds, and has raised funds for Christian Aid and Action for Children, through retiring collections.

Reserves Policy

The Church's policy for General Funds is to hold approximately six months reserves based on the day to day running costs of the church. This includes the amount that is needed each quarter to pay the Circuit Contribution in order that the Ministerial Stipends and on costs can be met. The policy for funds held in restricted accounts (Maintenance, Benevolence, Enabler and Roundabout Café) ensures that the funds are used for the purpose for which they were either donated or raised.

The Annual Report for 2024 – 25 is signed on behalf of the Church Council.



Revd Evelyn R. Bhajan

Chair

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Whitchurch Methodist Church, Cardiff	Church
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FOR THE YEAR ENDED

31 August 2025

Cardiff Methodist Circuit	Circuit	Circuit no.	2/09
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Registered Charity - Charity Registration number

1168635

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

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

Minister:

Rev'd Evelyn R. Bhajan

Church Stewards:

Mrs Enid Nash (Senior Steward)
Mr Trevor Evans
Mr Andrew Swatton
Mrs Monica Symonds
Mrs Janet Woodcraft

Treasurer:

Ms Judith Powell

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
a1	RECEIPTS	Note				
a2	Offerings and Tax recovered		24,519		24,519	21,587
a3	Bank and CFB interest and Investment income		1,604	1,754	3,358	2,519
a4	Lettings		14,091		14,091	13,254
a5	Other receipts		10,425	54,562	64,987	67,028
a6	TOTAL RECEIPTS		50,639	56,316	106,955 (a7)	104,388

SECTION B						
b1	PAYMENTS					
b2	Circuit Assessment or Share		24,565		24,565	19,675
b3	Donations		950		950	925
b4	Repairs and Maintenance		7,642		7,642	8,740
b5	Utilities (Insurances, water charges, heating & lighting)		10,106		10,106	7,078
b6	Salaries			25,146	25,146	24,367
b7	Other payments		762	23,110	23,872	31,125
b8	TOTAL PAYMENTS		44,025	48,256	92,281 (b9)	91,910

SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	6,614	8,060	14,674	12,478
c2	Total funds brought forward from last year		39,619	51,797	91,416 (c6)	77,364
c3	Sub total	(c1+c2)	46,233	59,857	106,090	89,842
c4	Transfers and adjustments		700		700 (c7)	1,574
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	46,933	59,857	106,790 (c8)	91,416 (c6)

SECTION D						
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS						
d	(these amounts are not to be included in total receipts/payments figures			£		£
d1	Balance brought forward from last year			Nil		Nil
d2	Offerings/Gifts - received for external organisations			115		1,234
d3	Offerings/Gifts - passed to external organisations			115		1,234
d4	BALANCE STILL TO BE PAID			Nil		Nil
	(d1+d2-d3)					

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL**SECTION E**

Please follow the Guidance Notes to complete this page

Summary of the Church accounts for the year ended 31 August 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	Choir	213	145	68		306	374
e2	Parent/Toddlers	335		335	(700)	1,171	806
e3	Sunday School					236	236
e4							
e5							
e6							
e7							
e8	Sub total of Internal Organisations funds	548	145	403	(700)	1,713 (e11)	1,416 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	106,955 (a7)	92,281 (b9)	14,674	700 (c7)	91,416 (c6)	106,790 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	107,503	92,426	15,077		93,129 (x)	108,206 (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	150	150
f2	Bank Current Account	27,814	21,637
f3	Bank Deposit Account		
f4	Central Finance Board	63,452	85,003
f5	Trustees for Methodist Church Purposes		
f6	Other funds		
f7	SUB TOTAL - Church accounts	91,416 (c6)	106,790 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	1,713 (e11)	1,416 (e12)
f9	TOTAL CASH FUNDS HELD BY CHURCH	93,129 (x)	108,206 (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)	4,460,192	4,460,192
g3	Other Assets	180,470	180,470
g4	Loan(s) - show amount outstanding at year end		
g5	Other Liabilities		

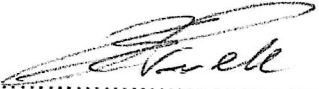
f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

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

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 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 31st March 2026

Name and address of treasurer Mrs Judith Elaine Howell
9 Watford Close, Watford Park, Caerphilly. Post Code CF83 1NQ

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2025 were/will be* presented to the meeting of the Church trustees held on 29-05-2026 by email.

Signature of the Chair of the meeting 

Name of the Chair of the meeting REV. EVELYN RUTH SHAJAN Date 29-05-2026

Independent Examiner's Report to the Trustees of the

WHITCHURCH METHODIST Church

Charity Number 1168635

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the WHITCHURCH METHODIST Church for the year ended 31 August 2025 set out on pages 1.. to 3. As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

* delete or circle as appropriate

Name of Church WHITCHURCH METHODIST No 1168635

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 some minor comments, regarding process, that are included in the attached report.*

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 STUART COX

Relevant professional qualification of independent examiner ACA

Name of firm (where appropriate) S ACCOUNTS LIMITED

Address 190 CATHEDRAL ROAD, CARDIFF

Post Code CF11 9JE

Date 20/4/26

* delete or circle as appropriate

