



THE METHODIST CHURCH  
TEMPLATE REPORT AND ACCOUNTS  
(ACCRUALS BASIS)  
for the year ended 31 August 2025

BURBAGE	Church
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Registered Charity - Registration number (if applicable)

1169141
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HINCKLEY	Circuit No	"23/11"
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Minister	REV PATRICIA MUKOROMBINDO
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Church Stewards	HILARY UNION
	DAVID BLACK (to 31/12/24)
	BRIAN BRADBURN
	KEITH WARE
	PHIL HAYWOOD

Church Treasurer	CHRISTINE ARMSTRONG
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**Statement of Financial Activities (SOFA) for the year ended 31 August 2025**

	Notes to the accounts	General Fund (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total	2024-
		£	£	£	£	£	25 £
<b>Income</b>							
1 Offerings	7	31 132				31 132	
2 Donations		11 502		948		12 450	
3 Gift aid		6 688		150		6 838	
4 Interest and investment income		2 033	46	1 393		3 472	
5 Income from investment properties						0	
6 Internal organisations						0	
7 Other charitable income	6,7,14	7 417		3 272		10 689	
<b>8 Total income</b>		<b>58 772</b>	<b>46</b>	<b>5 763</b>	<b>-</b>	<b>64 581</b>	
<b>Expenditure</b>							
9 Circuit assessment or share	4,14	26 500				26 500	
10 Grants and donations		9 335				9 335	
11 Property maintenance		13 847				13 847	
12 Insurance,utilities etc		5 311				5 311	
13 Depreciation		6 271				6 271	
14 Office expenses	10	1 016				1 016	
15 Other expenditure	11	6 840				6 840	
16 Internal organisations						0	
<b>17 Total charitable expenditure</b>		<b>69 120</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>69 120</b>	
18 Gains/(losses) on monetary investments					19 -	19	
19 Gains/(losses) on investment properties						0	
<b>20 Net income/(expenditure)</b>		<b>- 10 348</b>	<b>46</b>	<b>5 763</b>	<b>- 19 -</b>	<b>4 558</b>	
21 Transfers between funds	12					0	
22 Other gains/(losses)	13	2 458				2 458	
<b>23 Net movement in funds</b>		<b>- 7 890</b>	<b>46</b>	<b>5 763</b>	<b>- 19 -</b>	<b>2 100</b>	
24 Total funds brought forward		1 630 247	1 006	28 307	5 763	1 665 323	
<b>25 Total funds carried forward</b>		<b>1 622 357</b>	<b>1 052</b>	<b>34 070</b>	<b>5 744</b>	<b>1 663 223</b>	

**Statement of Financial Activities (SOFA) for the year ended 31 August 2024**

	Notes to the accounts	General Fund (Unrestricted)	Designated Funds (unrestricted)	Restricted Funds	Endowment Funds	Total	2023- 24
		£	£	£	£	£	£
<b>Income</b>							
1 Offerings		31 986					31 986
2 Donations	3	3 757		1 123			4 880
3 Gift aid		12 612		-1 200			11 412
4 Interest and investment income		2 604	50	1 445			4 099
5 Income from investment properties							0
6 Internal organisations							0
7 Other charitable income	3,6,7,14,18	6 752		4 388			11 140
<b>8 Total income</b>		<b>57 711</b>	<b>50</b>	<b>5 756</b>	<b>-</b>		<b>63 517</b>
<b>Expenditure</b>							
9 Circuit assessment or share	4,14	26 500					26 500
10 Grants and donations		5 005					5 005
11 Property maintenance	17	10 122					10 122
12 Insurance,utilities etc		6 057					6 057
13 Depreciation		7 224					7 224
14 Office expenses	10	946					946
15 Other expenditure	9,11	4 534		15 690			20 224
16 Internal organisations							0
<b>17 Total charitable expenditure</b>		<b>60388</b>	<b>-</b>	<b>15 690</b>	<b>-</b>		<b>76 078</b>
18 Gains/(losses) on monetary investments					346		346
19 Gains/(losses) on investment properties							0
<b>20 Net income/(expenditure)</b>		<b>- 2 677 00</b>	<b>50 -</b>	<b>9 934</b>	<b>346</b>	<b>- 12 215 00</b>	
21 Transfers between funds	12						0
22 Other gains/(losses)	13,21	417 522					417 522
<b>23 Net movement in funds</b>		<b>414 845</b>	<b>50 -</b>	<b>9 934</b>	<b>346</b>		<b>405 307</b>
24 Total funds brought forward		1 215 402	956	38 241	5 417		1 260 016
<b>25 Total funds carried forward</b>		<b>1 630 247</b>	<b>1 006</b>	<b>28 307</b>	<b>5 763</b>		<b>1 665 323</b>

Name of Church

BURBAGE METHODIST CHURCH

Church No  
23/11

## Balance Sheet as at 31 August 2025

Notes to the Accounts	General Fund (Unrestricted)	Designated Funds (Unrestricted)	Restricted Funds	Endowment Funds	Totals 2025	Totals 2024
	£	£	£	£	£	£

## Fixed Assets

Church building and other property		1 573 484			1 573 484	1 577 297
Investment properties					0	
Investments					0	
<b>Total fixed assets</b>		<b>1 573 484</b>	<b>0</b>	<b>0</b>	<b>1 573 484</b>	<b>1 577 297</b>

## Current Assets

Debtors and prepayments		6 625			6 625	6 808
Loans by the Churches					0	
Investments with TMCP				5 744	5 744	5 763
Central Finance Board Deposits		38 543	1 052	34 070	73 665	71 929
Cash at Bank and in hand		3 705			3 705	8 302
<b>Total current assets</b>		<b>48 873</b>	<b>1 052</b>	<b>34 070</b>	<b>89 739</b>	<b>92 802</b>

## Current liabilities

Creditors (due in under 1 year)					0	4 776
Grants payable within 2025-26					0	
<b>Total current liabilities</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4 776</b>
<b>Net current assets/liabilities</b>		<b>48 873</b>	<b>1 052</b>	<b>34 070</b>	<b>89 739</b>	<b>88 026</b>

<b>Total assets less current liabilities</b>		<b>1 622 357</b>	<b>1 052</b>	<b>34 070</b>	<b>5 744</b>	<b>1 663 223</b>	<b>1 665 323</b>
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<b>Long term liabilities (due after more than one year)</b>							
Grants payable after 2025-26					0		
Loans to the Church					0		
					0		
<b>Net assets</b>		<b>1 622 357</b>	<b>1 052</b>	<b>34 070</b>	<b>5 744</b>	<b>1 663 223</b>	<b>1 665 323</b>

## Funds of the Church

General Fund (Unrestricted)		1 622 357				1 622 357	1 630 247
Designated Funds (Unrestricted)			1 052			1 052	1 006
<b>Total Unrestricted Funds</b>						<b>1 623 409</b>	<b>1 631 253</b>
Restricted Funds				34 070		34 070	28 307
Endowment Funds					5 744	5 744	5 763
<b>Total Funds</b>		<b>1 622 357</b>	<b>1 052</b>	<b>34 070</b>	<b>5 744</b>	<b>1 663 223</b>	<b>1 665 323</b>

Signed

Church Treasurer

Year ended 31 August 2025

## Notes to the Accounts

### 1 Basis of accounting and accounting policies

#### i Accounting standard

The financial statements have been prepared in accordance with *Accounting and Reporting by Charities: Statement of Recommended Practice (SORP)* 2015. See also **v Accounting framework**, below.

#### ii Public benefit entity

Burbage Methodist Church meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s) below.

#### iii Basis

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year. The accruals basis has been used and trustees present accounts that show a true and fair view of the Church's financial position and activities.

#### iv Content

The financial information presented is relevant, reliable, comparable and complete. Where estimates are used these are based on experience, research and judgement. The accounts are expressed in £Sterling, rounded to the nearest pound. Rounding differences should be ignored. Where the content of this year's accounts is different from that of the previous year, the comparative year's numbers have been adjusted and restated to be in the same format and on the same basis.

#### v Accounting framework

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.

#### vi Going concern

To the best of their knowledge and belief the trustees confirm that there are no material uncertainties that would call into question the Church's financial viability for at least 12 months from the date of approval of these accounts.

#### vii Income recognition

Income is brought into account when it is more likely than not that the economic benefit of the income will be forthcoming. No attempt is made to measure the value of services donated by volunteers.

Individual amounts categorised as *Other income* in the SOFA will be shown separately if they are considered material.

The time of volunteers is not recognised. Further information on this matter is provided in the Trustees' Annual Report.

Year ended 31 August 2025

## Notes to the Accounts

### **viii Expenditure**

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 there is a legal or constructive obligation committing the Church to pay out resources.

### **ix VAT**

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

### **x Tangible fixed assets**

These are capitalised if they can be used for more than one year, and individually cost at least £1000. The freehold property is shown in the accounts at its insured value. No depreciation is provided because the trustees consider the value of the buildings is not less than cost and the depreciation would be immaterial. The property has been reviewed for impairment and none is provided.

### **xi Investments**

The investments are in monetary assets and are held by the Trustees for Methodist Church Purposes (TMCP) as custodian trustees. The valuations, at market value, are those provided by TMCP. The unrealised gains arising on investments at the end of the year are shown in the SOFA and in Note 23 below.

Year ended 31 August 2025

## Notes to the Accounts

### **xii Debtors and Creditors; Bank and Cash**

Debtors are stated at the amounts owed to the Church or prepaid. Creditors are initially recognised at settlement amount after any trade discounts, where normal credit terms apply. Subsequently creditors that are current liabilities are measured at the cash or other consideration expected to be paid. The liquid funds of bank balances and deposit account balances are shown at the realisable values. Where work has been completed in the current year, but not invoiced until the next accounting period, this has been treated as an accrual.

### **xiii Loans**

Where concessionary loans (*ie* free of interest) are made to the Church to further its charitable purposes, and are repayable after more than one year, they are initially recognised at the amount received, with the carrying value adjusted in subsequent years to reflect repayments and any accrued interest, adjusted for any impairment, if necessary.

### **xiv Funds**

The trustees have adopted a policy for all unrestricted reserves that there should be sufficient liquid assets to cover at least 6 months expenses.

## **2 Glossary of terms**

**CFB:** Central Finance Board of the Methodist Church manages a Common Deposit Fund and a series of pooled investment funds for Methodist entities in Great Britain and provides investment advice to those entities

**Church:** a group of members from fewer than 10 to more than 300

**Circuit:** a group of Methodist Churches near each other, typically between 10 and 30

**Connexion:** The Methodist Church in GB which includes the Head Office at Methodist Church House, all Methodist Districts, Circuits and Churches in Great Britain

**District:** a group of contiguous Circuits, usually between 15 and 30

**FRS:** Financial Reporting Standard

**HMRC:** Her Majesty's Revenue and Customs

**MCF:** Methodist Church Fund

**SOFA:** Statement of Financial Activities

**SORP:** Statement of Recommended Practice

**TMCP:** Trustees for Methodist Church Purposes, the legal owner and Custodian Trustee of all Methodist Model Trust property, including Legacies, Endowments and Accumulated Funds

Year ended 31 August 2025

## Notes to the Accounts

### 3 Adjustments to Prior year

There were no adjustments to be made to last year's accounts.

### 4 Contributions to the Circuit

All assessment payments that were due to the circuit were paid by Direct Debit.

### 5 Cost of Chair and trustees

All of the trustees are volunteers (church council) who receive no payment for their work as trustees.

### 6 Other income

The Church has continued fundraising for a 16th year in order to develop church property and buildings.

Other General Fund income (£7417) in the SOFA includes:

	£
Rents received (adjusted for debtors)	5845
Sumup income received re Breakfast @ Connect	1116
Stall rentals for October '25 Craft fair	240
Miscellaneous income	216
<b>Total</b>	<b>7417</b>



Year ended 31 August 2025

## Notes to the Accounts

### **7 Grants and donations made to the church**

£948 was donated to the Development Fund, including £248 received in memory of a deceased church member.

There were no donations to the Benevolent Fund.

Donations of £11502 were received towards general church running costs which comprised the following:

- a) £300 was donated by the Community Bible Study group who meet in the Church on Thursday afternoons.
- b) £211 was donated from the Breakfast at Connect (plus £390 paid to other charities included in item d)
- c) £1026 donations from the Tuesday morning drop-in sessions, including £104 retained as petty cash.
- d) £3320 donations received for external organisations (which have been passed on to the relevant charities)
- e) £1100 from Stay-and-Play group (who don't pay rent)
- f) £260 cash from funerals
- g) £5284 in other donations & legacies
- h) £1 in donated copper coins

### **9 Building Project costs**

No payments were made from the Development Fund this year

### **10 Office expenses (General fund and TMCP charges)**

Office expenses consisted entirely of printing, broadband, postage & stationery (including printer ink). Telephone expenses were not claimed.

Year ended 31 August 2025

## Notes to the Accounts

### 11 Other outgoings

	2023-24	2024-25
	£	£
Ministers' leaving gift		211
Equipment	321	2458
Cleaning & Consumables	2409	2657
Bank Charges	161	156
Children's Work & Messy Church	72	20
Audit & Legal fees		460
Stay & Play equipment	110	
Other miscellaneous costs	1461	878
<b>Total</b>	<b>4534</b>	<b>6840</b>

Year ended 31 August 2025

## Notes to the Accounts

### 12 Transfers between funds

Easyfundraising money had to be paid into the current account & was transferred into the development account.

HSBC continues to only accept cheques & notes at the Hinckley branch. The local post office accepts complete bags of coins, so almost all banking is now done at the post office. The church needs to maintain petty cash, & the donations received at the Tuesday drop-in are treated as petty cash. The total cash received each week is augmented from this petty cash so that all other monies received can be banked weekly. The amount due to the development fund is included in the weekly bankings into the current account & then transferred electronically.

(See also note 16).

### 13 Buildings and other property

The value of the buildings was as last year, when Methodist Insurance did a valuation. The balance sheet value of contents has been calculated as the brought forward value plus additions, less 20% depreciation. The value of the land is not known.

	Buildings £	Fixtures and fittings £	Assets under construction £	Total £
<b>Cost or valuation</b>				
Balance brought forward at 1 September 2024	1,548,401	28,896		1,577,297
Additions in the year		2,458		2,458
Less: Disposals in the year				
<i>Depreciation this year</i>		(6,271)		(6271)
Transfers between categories				
<b>Balance carried forward at 31 August 2025</b>	<b>1,548,401</b>	<b>25,083</b>		<b>1,573,484</b>

Year ended 31 August 2025

## Notes to the Accounts

### 14 Debtors and prepayments

All rental invoices issued during the year ended 31<sup>st</sup> August were paid by 31<sup>st</sup> August 2025, so there were no year end debtors. The debtors as at 31 August 2024 totalled £183 including £22 allocated to the development fund. Therefore the debtors need to be decreased by £183. The brought forward debtors included an invoice to the Leicester Tigers Foundation for £84, but the Leadership team decided that this should be written off. (The Love to Move sessions run by Leicester Tigers Foundation happen during the Tuesday drop-in & participants always give a donation for their coffee & biscuits. The Love to Move sessions are no longer invoiced.) The other debtors paid the church during early September 2024.

Our circuit assessment for the September to November 2025 quarter, which amounted to £6,625, was prepaid in August 2025. The prepayment as at 31 August 2024 was also £6,625, so the prepayments do not need to be adjusted.

### 15 Trustees for Methodist Church Purposes

The Church has three investment funds held by TMCP.

Funds held at present total £5744.39, interest paid into the current account.

- 1) Rev Walter Foxon Trust (unable to access money) Balance £1650.48
- 2) Bennett Trust (Arrangements held to access funds, but not through board) Balance £3136.81
- 3) Various model trust funds (Restriction of £500 cash allowed to be withdrawn) Balance £957.10

### 16 Central Finance Board (CFB) and Cash at Bank & in hand

The Church has a current account at HSBC plc, an authorised institution. The sums held on this account is immediately available. In addition the Church has three deposit accounts at CFB: there is a general account (from which the assessment is taken by direct debit), a small Benevolent Fund & the Development Fund (restricted to expenses associated with the church rebuild & mission work). Interest is earned on these accounts and credited monthly. Sums deposited can be transferred to & from the current account without notice and without loss of interest either electronically or by filling out & e-mailing a withdrawal slip with 2 signatures required. These sums are viewed as being liquid and are shown as Current assets on the Balance Sheet.

Due to changes at the local HSBC branch, it is no longer possible to bank coins there. The machines in the branch only accept notes & cheques. It is possible to bank full bags of coins at a Post Office. This has meant a change to banking policy. The church runs a drop-in session where attendees give a donation for coffee/tea & biscuits rather than being charged a fixed amount. This cash is now treated like petty cash, but still allocated as drop-in donations. Total

Year ended 31 August 2025

## Notes to the Accounts

income is counted weekly after the Sunday morning service & some cash is taken out of the drop-in money as necessary to make up complete bags of coins. The remaining petty cash is all from drop-in. This doubles the time taken to deal with weekly cash takings, but the money can be banked at the nearest Post Office which is open on a Sunday.

### **17 Creditors, Accruals & Loans**

The Church had no creditors or accruals as at 31<sup>st</sup> August 2025. There were no outstanding loans.

Year ended 31 August 2025

## Notes to the Accounts

### 19 Unrestricted Funds

#### **19.1 General Fund – balance £1,622,357 at 31 August 2025 (2024: £1,630,247)**

The purpose of the fund is for use at the discretion of the trustees in the furtherance of the general objectives of the Church and which have not been designated for other purposes. £1,573,484 of this fund is held as a freehold property (the Church), fixtures & fittings, & furniture. The remainder comprises the current account & the general CFB Account plus debtors & prepayments.

#### **19.2 Designated Funds – balance £1052 at 31 August 2025 (2024: £1006)**

These funds are to serve specific purposes but are not restricted by any document or deed to that purpose alone. These funds comprise the CFB Benevolent Account only.

### 20 Restricted Fund - balance £34070 as at 31 August 2025 (2024: £28307)

The only Restricted Funds comprise the CFB Development Account. This fund (together with the grants & interest-free loans received (now fully repaid)) was used to fund the church rebuild. The church possessed an old schoolroom on the church site, which was unsafe. This has now been demolished. The demolition & associated legal costs were paid from the development fund. This fund can also be used for mission purposes.

### 21 Analysis of net assets among funds

Fund balances at 31 August 2025 are represented by:

	Unrestricted general and designated funds £	Restricted funds £	Total funds £
Tangible fixed assets	1,573,484	0	1,573,484
Endowment Funds	5,744	0	5,744
Current assets	49,925	34,070	83,995
Current liabilities	0		0
Payables due after one year	0	0	0
<b>Total</b>	<b>1,629,153</b>	<b>34,070</b>	<b>1,663,223</b>

Year ended 31 August 2025

## Notes to the Accounts

### **22 Related parties**

All of the trustees are members of the Church and some are also trustees of the Circuit.

All Church members contribute to general funds via the weekly collection either by offertory envelopes or cash, or by standing orders directly to the current account.

Related parties include the Methodist Connexion, Hinckley Circuit, Northampton District, CFB and TMCP. All of these entities have their own trustees or directors.

### **23 Volunteer contributions**

Every entity (Connexion, District, Circuit, Church) within the Methodist Church in GB is heavily reliant on volunteers who contribute their skills, time and money in the furtherance of the work of the Church. At Burbage Methodist Church, the principal contribution is by serving as stewards, treasurer, fund-raisers, pastoral carers & caterers. We are grateful to all of them for their help and commitment. No attempt has been made by this Church to value the non-monetary contributions to the Church in monetary terms.

### **24 Capital commitments and contingent liabilities**

There were no capital commitments or contingent liabilities at the year end (2023-24: nil).

### **28 Lease commitments**

The Church has contracts or obligations for the following:

- Circuit Assessment, currently £6,625 per quarter.

In addition there are short term obligations as follows:

- Broadband provision, Virgin £38.40 per month
- Photocopier lease, £72 per quarter (may be more if the copy limit is exceeded)

The total liability of these is not considered material.

Year ended 31 August 2025

## Notes to the Accounts

### **29 Internal Organisations**

Since the closure of the JAM Club in 2022-23, we no longer have any internal organisations. Children's work is now financed by general funds. We also have a messy church on the last Friday of the month, which is attended by local families, whose expenses are met from general funds.

### **30 Independent examiner**

The independent examiner is Mr Colin Jones, treasurer of Hinckley Ambion Rotary Club.



**BURBAGE Church**  
**TRUSTEES' ANNUAL REPORT**

***FOR THE YEAR ENDED 31 AUGUST 2025***

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**Introduction**

During the financial year 2016-17, the old outdated church was demolished & a modern, single-storey church was built to replace it. The new church was handed over to us in August 2017. The new building is accessible to everyone, & has facilities for the disabled. The church has a variety of multi-use spaces. The new seating is lightweight & stackable in order to allow different layouts depending on the activity taking place.

The church site used to have a Victorian schoolroom which we considered renovating. However, following a structural survey, it proved too expensive to retain. The building was demolished in 2023, & the land where the schoolroom was has been turned into a wildlife area.

The existing garden area continues to be popular when the weather allows.

**Aims and organisation**

To be a church for the 21st Century that seeks to proclaim the Gospel of Jesus Christ, that is God-centred in its life & worship & provides a Christian witness in the Community.

**Review of the year**

The church continues to rent rooms to outside organisations when not being used for church activities. External users include a community choir, a jazz band, an over-50s club, the Patient Participation Group from the local doctor's surgery & a brownie pack. The church is also used as a polling station for local & national elections.

Activities organised by the church include Stay & Play (for pre-school children & their parent or guardian), Community Bible study, a "Warm Spaces" session, a Forget-Me-Not café for those suffering from Dementia & their carers, a monthly breakfast club, & a drop-in coffee morning where the community can play games, do jigsaws, bring their crafts such as knitting or just sit & chat.

**Income Trends**

The church has been able to raise sufficient unrestricted funds to meet the general running costs through the Sunday collection & the associated gift aid, plus rental income.

Fundraising for the church development & mission continued. A total of £5,763 (including donations & interest on the development account) was raised. This included £2,109 from selling refreshments on the Saturdays when the Farmers' Market took place on the church Car Park. The farmers' market took place 11 times during the year. The church opened during the village "Christmas in Burbage" event serving coffee & mince pies plus having a Santa. The church supported both the Burbage Community Arts Festival & the local primary school's Scarecrow Festival, by opening for refreshments & use of toilets. Our annual Craft Fair was held in October 2024.

The monthly community breakfast continues on the third Saturday of each month. This is very popular with the local community & £1 is donated to a local charity for each meal served. The charities which benefitted were the local food bank, dial-a-ride & a charity supporting Ukrainian refugees.

Unrestricted Church income is primarily drawn from the Sunday collections and Gift aid tax credit paid by the congregation, & rental income paid by external users of the building.

Restricted income is primarily drawn from fundraising events & donations. Gift Aid is claimed where appropriate. Restricted income is used for mission & development.

### **Expenditure trends**

The major cost to unrestricted funds is in relation to the assessment paid to the Circuit (Hinckley). This amounted to 50% of our total unrestricted costs (excluding depreciation). The Circuit assessment has remained the same as last year, but may be increasing next year.

A significant amount of the Circuit assessment is used to pay the District assessment, stipends, manse expenses and costs related to Ministers.

The other expenditure includes maintenance, utilities & other general running expenses.

Investment Bankers: Central Finance Board of the Methodist Church  
Trustees for Methodist Church purposes

**Public Benefit**

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

**Structure, Governance and Management**

The governing document for the church is the Deed of Union (1932) and Methodist Church Act (1976)

Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual conference (CPD).

Day to day management of the church is undertaken by the Church Leadership team along with the Minister.

The Trustees are appointed at the AGM of the church. Trustees are appointed for a period of 6 years & must be church members. The trustees consist of the minister, up to 6 stewards, the treasurer & up to 11 other members.

**Trustee Training**

A range of guidance produced by Methodist Connexion to support the effective running of the church and the role of Trustees is given to the Church Trustees at various meetings and / or training sessions.

**Related Parties**

The Church is part of the Hinckley Circuit which is part of the Northampton District and is also accountable to the Methodist Conference.

Refresh is held on one Sunday afternoon per month. This is an alternative style of worship, which includes a presentation followed by food. Refresh is organised by church members & overseen by the Minister.

### **Plans for 2025/26**

Church financial plans for the coming year have been prepared on this basis:

Collection & related gift aid plus rental income to be sufficient to cover general expenses such as the assessment, utility bills, consumables, insurance, necessary property repairs and other running expenses.

Fundraising & donations to continue.

### **BURBAGE Church**

#### **Trustee's Annual Report on Finance and Governance**

#### **Basis of preparation and legal framework**

The Charity's annual report and accounts for the year ended 31 August 2025 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) 2015

Full Name of Charity / Church: BURBAGE METHODIST CHURCH

Registration Charity Number (if a Registered Charity): 1169141

Date of registration (if registered as a Charity) 2016-9-12

Main communication address 28 PYEHARPS ROAD, BURBAGE, HINCKLEY, LE10 2JE.

The members of the Burbage Methodist Church Council are the Charity Trustees , membership being made up of church office holders, Minister and representatives appointed by the church at the Annual general Meeting.

Full list of Church Council members and key lay employees are shown as Appendix A to this report.

Treasurer: Mrs Christine Armstrong

Christine Armstrong acted as the principal officer overseeing the day to day financial management and accounting for the Church during the year.

Independent examiner: Colin Jones, treasurer of Hinckley Ambion Rotary Club

## **BURBAGE Church**

### **Risk Management**

The major risks have been identified and recorded by the Trustees with professional advice taken as required. There is a regular annual review process undertaken and recorded.

A revised safeguarding policy was unanimously accepted at Hinckley Methodist Circuit meeting in April 2025 & this is included in Appendix B.

Income and Expenditure is being monitored in total and is compared with the approved annual budget on a half yearly basis to detect trends as part of the risk management process to avoid unforeseen calls on reserves.

### **Reserves Policy**

The Reserves Policy for the Church is to hold a minimum sum equivalent to 6 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure on the church building and / or to be able to continue, in the short term, funding planned activities in the event of any inability to raise the full expenses including the assessment payable to the Circuit.

## Appendix A

### CHURCH COUNCIL MEMBERSHIP & KEY LAY WORKERS

#### MINISTERS

REV PATRICIA MUKOROMBINDO (TO 31/7/25)  
REV EDWARD SAKWE (FROM 1/8/25)

#### LAY WORKERS

ANNE HADDON (PASTORAL ASSISTANT)  
COLIN HADDON (PASTORAL ASSISTANT)

#### CHURCH STEWARDS

DAVID BLACK (TO 31/12/24)  
KEITH WARE  
HILARY UNION  
BRIAN BRADBURN  
PHIL HAYWOOD

#### TREASURER

CHRISTINE ARMSTRONG

#### CHURCH SAFEGUARDING CO-ORDINATOR

HILARY UNION

#### CHURCH REPRESENTATIVES (OTHER MEMBERS OF THE CHURCH COUNCIL)

1. ANNE BAILEY (SECRETARY)
2. HELEN COBLEY (CIRCUIT REP)
3. CHRISTOPHER WEBB (AUDIO-VISUAL EXPERT)
4. GILL KEARNEY (PASTORAL SECRETARY)
5. ROSEMARY BRADBURN (MISSIONS/CHURCHES TOGETHER)
6. BARBARA REARDON (CHILDREN'S WORK)
7. JOHN NICHOLS (PROPERTY SECRETARY/REFRESH)

Name of Church ...BURBAGE...METHODIST...CHURCH... No. 23/11

## Declarations and Scrutiny

I confirm that these accruals-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 21/10/25

Name and address of treasurer ...CHRISTINE ARMSTRONG, 28 PYEHARPS  
...ROAD, BURBAGE, HINCKLEY, LEIC... Post Code LE10 2JE

### 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 21/10/25...

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

Name of the Chair of the meeting: ...EDWARD SAKWE... Date 21/10/25

### Independent Examiner's Report to the Trustees of the

.....BURBAGE...METHODIST...Church

Charity Number 1169141

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the ...BURBAGE... Church for the year ended 31 August 2025 set out on pages ... to .... 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 BURBAGE METHODIST CHURCH No 23/1

### Independent Examiner's Statement

[The Church'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
- the trustees' annual report is not consistent with the 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 MR COLIN JONES

Relevant professional qualification of independent examiner TREASURER OF HINCKLEY AMBION ROTARY CLUB, RETIRED FINANCIAL DIRECTOR OF

Name of firm (where appropriate) HANSON PACKED PRODUCTS

Address 46 ASHBY COURT, ASHBY ROAD, HINCKLEY

Post Code LE10 1RR

Date 10-12-2025

\* delete or circle as appropriate