



Southwick Methodist Church Trustees Report for the year ending 31st August 2024

1. Objectives and activities

In setting our objectives and planning our activities the Church Council meets three times a year under the leadership of the presbyter in Pastoral Charge. The General Church Meeting takes place annually as a forum for all members and friends.

Our mission is to be a powerful spiritual influence in the community and a visible expression of God's inclusive love. We aim to achieve this by developing the worship, learning, social and outreach activities that currently exist, and by seeking new ways to extend to others the fellowship of the Church family.

2. Achievements and performance

The Church funds and grants made to other bodies are all detailed in the Church accounts. The policy of the Managing Trustees on grant making is to ensure that all applicants can demonstrate public benefit and show imagination and creativity as well as a perceived need for that for which the grant is being applied.

In the course of the year, Southwick Methodist Church has provided regular acts of public worship on Sundays and other significant days of the Christian year. Southwick Methodist Church has joined with the members of other churches in Southwick to organise the Remembrance Day service and weekly Prayer meetings. It has joined with other churches in the West Sussex (Coast and Downs) Circuit to celebrate other Christian festivals. In the course of the year, the Church held a gift day fund-raising event to which members of the wider Southwick community were invited. It also held outdoor events to for celebrations including the coronation of King Charles III.

The Church provides opportunities for Christian education and companionship through its regular Bible Study Groups and Prayer meetings. The Church provides opportunities for children and young people to meet through its Boys' and Girls' Brigade Companies and Junior Church. Young families also meet for monthly Messy Church and twice a week for a parents' and children's group.

During the year, the church conducted some Prayer times on zoom.

The Busy Bees Preschool has continued to meet on the premises, but it is now a charity of its own. The leadership team of the church met once a month to consider how the church can be present in the community. This has led to many programmes and activities that have helped to pastor and support members of the community. In summer 2023, the church spearheaded a Churches' Together mission programme, "Smile for Sunflower" project, that saw many people in the community growing and tendering sunflower plants. Though the bad weather did not bring much rain, some of the sunflowers blossomed and brought hope and smiles onto people's faces.

During the year the church has engaged in regular maintenance of the premises.

2.1 Plans for future years

Encourage initiatives for mission in the community.

Support Churches Together in Southwick.

Ensure that all those required to do so should attend appropriate safeguarding training.

3. Financial Review

Please see the accompanying accounts.

The Managing Trustees have every reason to believe that the Church is a going concern.

Trustees do not foresee any factors that will significantly affect the financial performance or position in the next year or two.

The church holds no freehold property.

The church's principal sources of funds are from the free-will gifts of the members of the congregation, from fund-raising events and the hire of the church halls.

3.1 Investment policy and performance

To comply with Methodist Standing Orders, monies for long-term investment are lodged with the Trustees for Methodist Church Purposes (TMCP). These sums are invested in unitised investments or held on deposit. The investment returns are close to tracking the movements on the FTSE100 index. The deposit mirrors the deposit rates available elsewhere. The Managing Trustees' investment policy is

aligned with that of the CFB and TMCP because these organisations take into consideration the social, environmental and ethical considerations, both negatively and positively, that make investments suitable for the Methodist Church.

Short term deposits are lodged directly with the Central Finance Board (CFB) and attract good rates of interest.

3.2 Reserves Level and policy

Please see the accompanying Reserves level and policy agreed by the Church Council.

4. Trustees' Responsibilities

For each financial year ending on 31st August the Managing Trustees are required to prepare financial statements that give a true and fair view of the Church's financial activities during the year and of its financial position at the end of the year. In preparing these financial statements the Managing

Trustees must:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Follow applicable accounting standards.
- Prepare accounts using The Methodist Church Standard Form of Accounts.

The Managing Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and enable them to ensure that financial statements comply with the law. They are also responsible for safeguarding the assets of the church and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

4.1 Risk

The Church is largely risk averse.

5. Structure, governance and management

The Church is governed by the Methodist Church Act 1976, the Deed of Union and the Model Trust Deeds of the Methodist Church.

5.1 Structure

Southwick Methodist Church is part of the West Sussex (Coast and Downs) Circuit. As such it is represented on the Circuit Meeting which meets four times a year. The Methodist Conference meets once each year as the supreme denominational body for all Methodist Churches.

- 1) Overall regulatory authority rests with the Methodist Conference.
- 2) The Connexional Office implements decisions made by the Conference and is responsible for the stationing of presbyters and deacons (collectively known as ministers) in individual Circuits within the District.
- 3) Connexional decisions are passed to the Chair of the District and the appropriate officers of the District for implementation.
- 4) The District passes down to Circuit level for implementation by the Superintendent Minister, ministerial staff and Circuit Stewards, and authority is delegated to the Circuit Meeting for certain matters.
- 5) The Circuit Meeting passes regulatory control down to Church Councils for local implementation by the presbyter, the Church Stewards, and other officers, and this regulatory control is then exercised by the Church Councils as Managing Trustees of their charity.

5.2 Purpose of the Church

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

- a) The Christian faith in accordance with the doctrinal standards and the discipline of the Methodist Church, and
- b) Any charitable purposes for the time being of any connexional, District, Circuit, local or other organisation of the Methodist Church, and,
- c) Any charitable purpose for the time being of any society, or institution subsidiary or ancillary to the Methodist Church, and
- d) Any purpose for the time being of any charity being a subsidiary or ancillary of the Methodist Church.

The primary purpose of Southwick Methodist Church is to advance the Christian faith by providing opportunities for worship, Christian nurture and fellowship within the wider Southwick Community.

5.3 Governance

The Church operates within a statutory framework of regulation and seeks to ensure that it follows Methodist Standing Orders. It relies on the Connexional Office at 25 Tavistock Place, London. WC1H 9SF to provide guidance on changes that could affect the Church.

The members of the Church Council are appointed under the terms of S.O. 610(1). The Superintendent Minister is ex officio chair of the Church Council but may delegate this task to other presbyters in the Circuit. The Church Council normally meets three times per year and deals with routine and exceptional matters. It oversees the work of other groups within the life of the Church.

5.4 Responsibilities of the Church Council

The responsibilities of the Church Council and other committees are set out in Standing Orders 603 - 604 of the Constitutional Practice and Discipline of the Methodist Church.

6. Reference and Administrative Details

6.1 Name of the Church

Southwick Methodist Church

6.2 Charity Registration number

1172433

6.3 Superintendent Minister

The Revd Rosemarie Clarke

6.4 Presbyter in Pastoral Charge

The Revd Dr. Frank Okai-Sam

6.5 Names of Managing Trustees

The Rev. Dr. Frank Okai-Sam, Rev. Rosemarie Clarke, Rev. Dawn Carn, Ms. Emily Berry, Mrs Rosemary Dixon, Mrs. Pam Couchman, Mrs Anne Harris, Mrs Heather McKay, Miss Bridget Quint, Mrs Kim Upton, Mr Philip Webb, Mrs Yvonne Yates, Mrs. Julie Scarratt, Mrs. Phyllis Nicholls, Mrs. Janet Collett, Mrs. Elayne Peacock, Mrs. Wendy Cooke, Ms. Jenny Harris, Mr. Robert Disney.

6.6 Independent Examiner

Mr John Young (7 The Crescent, Southwick, West Sussex, BN42 4LB)

Year Ended 31st Aug 2023		Church Expenditure	Year Ended 31st Aug 2024	
		Direct Expenses		
£	51,015.00	Circuit Assessment	£	46,447.00 ▼
£	51,015.00		£	46,447.00 ▼
		Property		
£	12,893.03	Maintenance & Repairs	£	10,513.60 ▼
£	4,338.00	Improvements	£	9,990.00 ▲
£	9,819.17	Cleaning (Cleaner, Supplies & Window Cleaning)	£	6,576.82 ▼
£	3,174.39	Insurance	£	3,502.20 ▲
£	5,824.34	Gas	£	7,254.15 ▲
£	5,078.71	Electricity	£	6,754.94 ▲
£	818.47	Water	£	1,094.81 ▲
£	41,946.11		£	45,686.52 ▲
		Office and Administration		
£	398.72	Stationary & Office Consumables	£	502.58 ▲
£	1,613.18	Printer	£	1,677.22 ▲
£	504.84	Telephone & Broadband Service	£	698.59 ▲
£	351.89	Copyright Licence	£	377.30 ▲
£	864.75	Technology Licences & Software	£	606.14 ▼
£	2,546.98	Technology Hardware	£	848.80 ▼
£	6,280.36		£	4,710.63 ▼
		Church Expenses		
£	259.84	Worship Books & Cards	£	57.45 ▼
£	804.99	Flowers	£	332.62 ▼
£	27.98	Other Supplies (Candles/Communion)	£	30.00 ▲
£	100.00	Ministers Fund	£	320.00 ▲
£	857.50	Layworker	£	1,845.00 ▲
£	-	Other Payments	£	731.69
£	2,050.31		£	3,316.76 ▲
		Other Expenditure		
£	281.70	Professional Services	£	1,629.60 ▲
£	-	Wedding Expenses	£	-
£	-	Hall Deposit Refund	£	65.00 ▲
£	823.78	Catering	£	663.49 ▼
£	1,679.99	Magazine	£	1,611.49 ▼
£	671.90	Other Payments	£	89.00 ▼
£	278.94	Internal Organisations	£	311.69
£	3,736.31		£	4,370.27 ▲
£	105,028.09	Total Church Expenditure	£	104,531.18 ▼
£	43,630.35	Overall Surplus/Loss	-£	8,513.31

Mission

Year Ended
31st Aug 2024

Balances brought forward from previous year

£ 498.52

Donations for Mission Organisations

Church Mission (Wilderness Trust)

£ 2,453.95

Other Mission Collections (Incl Pantry)

£ 1,694.46

Total Mission Income

£ 4,148.41

Donations to Mission Organisations

Last year totals

Church Mission (Wilderness Trust)

£ 600.00

Church Mission (Ghana School))

£ 469.98

Other Mission (Incl Pantry costs)

£ 1,343.95

Total Mission Expenditure

£ 2,413.93

Balance Held for distribution

£ 2,233.00

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Southwick Methodist

Church

FOR THE YEAR ENDED

31 August 2024

West Sussex (Coast and Downs)	Circuit	Circuit no.	3609
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Registered Charity - Charity Registration number

1172433

**If not a registered charity Her 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 Ian Couchman

Church Stewards:

Bridget Quint

Philip Webb

Julie Scarratt

Pamela Couchman

Treasurer:

Philip Webb

SECTION A			Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
		Note	£	£	£	£
a1	RECEIPTS					
a2	Offerings and Tax recovered		39,529		39,529	43,689
a3	Bank and CFB interest and Investment income		3,322		3,322	1,812
a4	Lettings		25,138		25,138	21,698
a5	Other receipts		27,680	224	27,903	81,344
a6	TOTAL RECEIPTS		95,669	224	95,892 (a7)	148,543

SECTION B						
b1	PAYMENTS					
b2	Circuit Assessment or Share		46,447		46,447	51,015
b3	Donations		640		640	274
b4	Repairs and Maintenance		28,119		28,119	25,259
b5	Utilities (Insurances, water charges, heating & lighting)		18,695		18,695	14,973
b6						
b7	Other payments		10,944	157	11,101	8,890
b8	TOTAL PAYMENTS		104,846	157	105,003 (b9)	100,411

SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(9,177)	67	(9,110)	48,132
c2	Total funds brought forward from last year		99,330		99,330 (c6)	51,198
c3	Sub total	(c1+c2)	90,153	67	90,220	99,330
c4	Transfers and adjustments		(34)	34		(c7)
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	90,120	100	90,220 (c8)	99,330 (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 above)		£		£
d1	Balance brought forward from last year		499		1,607
d2	Offerings/Gifts - received for external organisations		4,148		7,703
d3	Offerings/Gifts - passed to external organisations		2,414		8,812
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)	2,233		499

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 2024 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 Wednesday Fellowship	3,707	3,972	(265)		1,988	1,723
e2 3rd Southwick GB	6,911.40	8,138.44	(1,227.04)		11,042.49	9,815.45
e3 Cameo	669.00	666.00	3.00		59.58	62.58
e4 1st Southwick Boys Brigade	1,412.00	1,886.58	(474.58)		9,155.11	8,680.53
e5 Manna Lunch Club	2,280.10	2,276.47	3.63		1,717.65	1,721.28
e6 Teddy Bears	3,230.00	3,445.75	(215.75)		589.62	373.87
e7 Messy Church	499.27	504.24	(4.97)		294.31	289.34
e8 Sub total of Internal Organisations funds	18,709	20,889	(2,181)		24,846 (e11)	22,666 (e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	95,892 (a7)	105,003 (b9)	(9,110)	(c7)	99,330 (c6)	90,220 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	114,601	125,892	(11,291)		124,177 (x)	112,886 (y)
	TOTAL RECEIPTS	TOTAL PAYMENTS				

Continue on a separate sheet if necessary and bring the totals forward

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2024

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	26,200	29,963
f3 Bank Deposit Account		
f4 Central Finance Board	21,766	16,393
f5 Trustees for Methodist Church Purposes	51,364	43,864
f6 Other funds		
f7 SUB TOTAL - Church accounts	99,330 (c6)	90,220 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	24,846 (e11)	22,666 (e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	124,177 (x)	112,886 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2023	At 31 August 2024
g1 Investments (include Endowments)		
g2 Land & Buildings (see notes re Insurance value)	4,825,000	4,999,063
g3 Other Assets		
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)

Name of Church . Southwick Methodist

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2024 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...

22/12/24

Name and address of treasurer Philip Webb,

422 Upper Shoreham Road, Shoreham By Sea, W Sussex, BN43 5NE

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2022 were/will be* presented to the meeting of the Church trustees held on

Signature of the Chair of the meeting

Name of the Chair of the meeting

Rev Ian Couchman

Date

6/2/25

Independent Examiner's Report to the Trustees of the

Southwick Methodist Church

Charity Number 1172433

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Southwick Methodist Church for the year ended 31 August 2024 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 - SOUTHWICK METHODIST CHURCH N^o 360812

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 *JB Young*

Name of independent examiner *JOHN YOUNG*

Relevant professional qualification of independent examiner *FCCA*

Name of firm (where appropriate) -

Address *7 The Crescent*

..... *Southwick Sussex* Post Code *BN41 4LB*

Date *16/1/25*

* delete or circle as appropriate

Sep-24