



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	09	2022	To	31	08	2023

Section A Reference and administration details

Charity name WEST END METHODIST CHURCH

Other names charity is known by

Registered charity number (if any) 1194659

Charity's principal address 405 LONDON ROAD

STOKE-ON-TRENT

Postcode ST4 5AW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev LINDA JANE CATLOW	CHAIR		
2	LEANNE MARGARET LOVATT			
3	NORMAN GEORGE PROPHETT			
4	SARA MARIE TOFT			
5	MARGARET ANNE SUSAN TATTON			
6	SUSAN ELAINE FINNEY			
7	THOMAS GEORGE BEECH MBE			
8	MAUREEN EDITH PROPHETT			
9	JASON ANDREW TOFT			
10	JOHN BUTLIN			
11	SUSAN MARY JONES			
12	PAMELA JEAN WILLIAMS			
13	LESLEY ANN LLOYD			

14	SYLVIA ETHEL HICKERMAN			
15	JENNIFER MARY WALKER			
16	THERESA JOYCE BUTLIN			
17	RODY RIGUERRE			
18	SUSAN ALISON BROWN			
19	CAROL SWANCOTT			
20	MARGARET SEEWOOSAHA			
21				
22				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	DEED OF UNION (1932) AND METHODIST CHURCH ACT (1976) ADOPTED 26 OCT 1976
How the charity is constituted <i>(eg. trust, association, company)</i>	TRUST
Trustee selection methods <i>(eg. elected, nominated, appointed by)</i>	ELECTED ANNUALLY

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

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;
- (b) any charitable purpose for the time being of any Connexional, district, circuit, local or other organisation of the Methodist Church;
- (c) any charitable purpose for the time being of any society or institution 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.

The aim of the West End Methodist Church is to intentionally bring the Kingdom of God to the West End area of Stoke-on-Trent and its neighbouring communities by creating disciples. We do this by equipping, training and empowering those that gather, to reach out into the local community and creating space that is attractive, relevant and safe. Our objective is to live out our faith through worship and prayer, bible study and teaching, providing pastoral care and support to our members and community, and through mission and outreach.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

We are well known in the community around the West End area of Stoke-on-Trent as a community church and consequently have a constant flow of people from all walks of life visiting us daily for help and support. We are regularly visited by local homeless people, addicts and those in need.

Many people who attend the varied activities are from a non-church backgrounds.

We deal with many pastoral issues day to day and our pastoral team are diligent and caring, regularly keeping in contact especially with those who are unable to come to Church.

During the year we have held a variety of successful events within the Community Centre including:

- We have facilitated ongoing Contact visits for 13 families with children within the authority's care
- We have worked with over 47 partner organisations some of which include, Age UK, Changes Mental Health Services, Dementia Advocacy, Everyone Health, Field House Day Nursery, Heritage England, Staffordshire Police, Stoke on Trent City Council and YMCA.
- Over 90 individuals have been supported through the Hyper Local Project in partnership with Adult Social Care
- Our Brunch to Lunch sessions have had an average of 18 members attending each week
- There has been more than 1092 visits to the West End Centre
- The West End has been supported by 33 volunteers during the year carrying out various roles from kitchen to children and family groups, increasing individuals skills and confidences, some of whom went onto successfully gain employment

We have held regular groups or activities listed below:

- Community Allotment
- Foodbank
- Knit Together Group
- Pilates
- Tea Toast and Tantrums
- Brunch to Lunch
- Art and Craft Group

- Ukelele sessions
- YMCA GO Youth Group
- Ladies Mental Health Support Group
- Place of Welcome
- Meet and Eat
- St John Ambulance
- Living Room open 3 days a week serving freshly prepared food

We have held a number of individual Events to include:

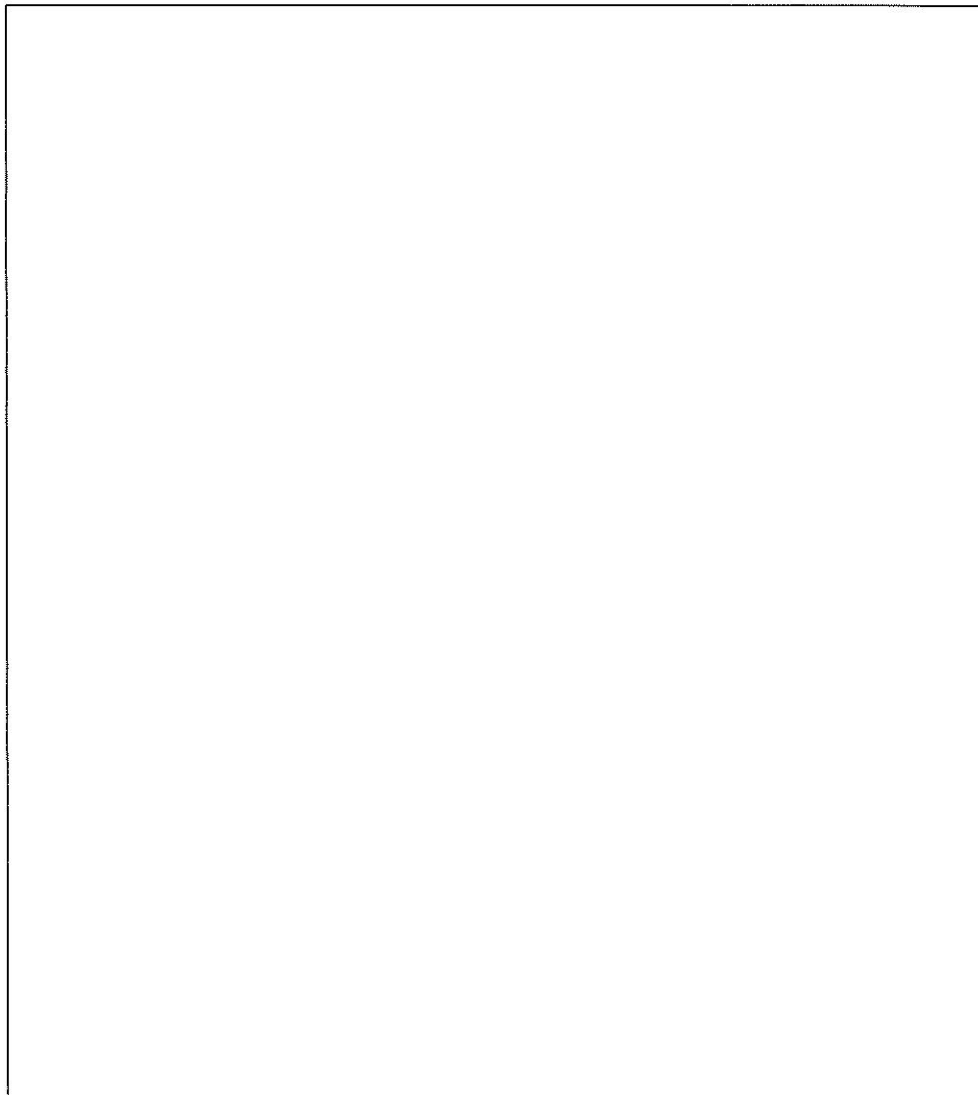
- 4 Craft Fayres
- Community Christmas Meal
- Heritage Open Day
- Timothy Trow Memorial Event
- Kings Coronation
- Picnic in the Park at Yeaman Street
- Sessions with B-ARTS
- Jazz Evenings
- Breadmaking
- Munch Club Holiday sessions
- Pumpkin Carving
- Tree Planting with Stoke on Trent City Council and local Nursery and School
- Fundraising events for partners
- Toy Collection and Service for struggling families at Christmas
- We have successfully started a Community Lounge

We have held many training sessions for staff, volunteers and community members:

- Mental Health First Aid
- Floristry
- Money Management
- Computer Skills

- Interview Skills
- Confidence Building
- Food Hygiene
- First Aid
- Safeguarding

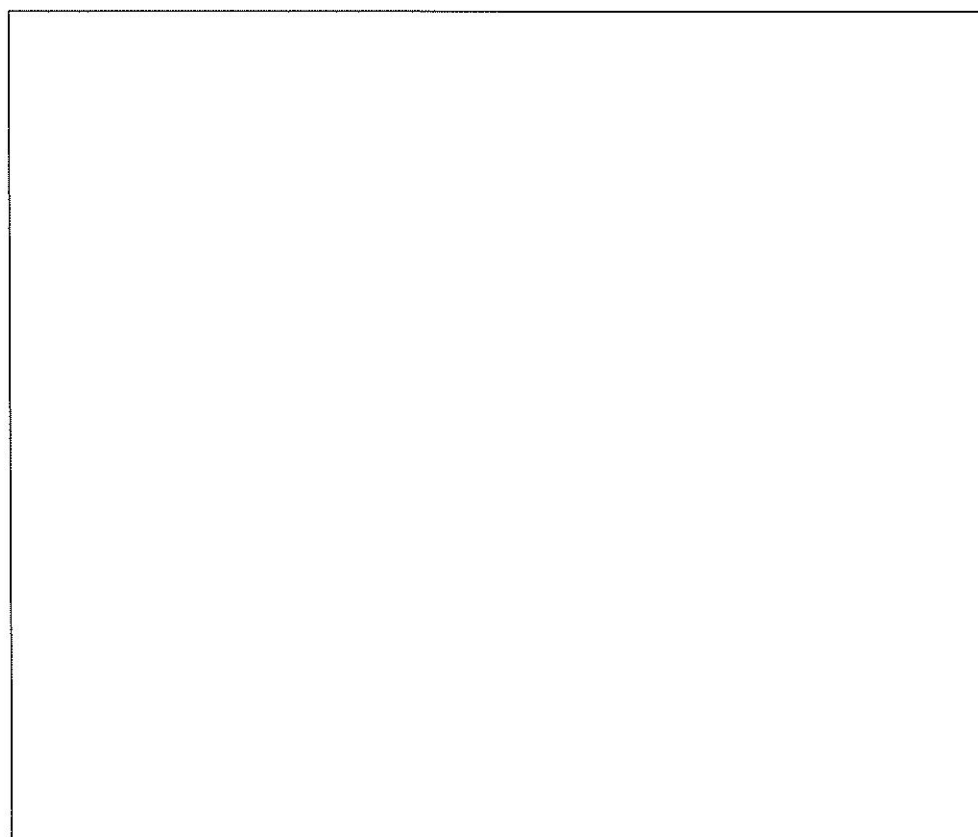
We work to make things happen and the Trustees are grateful to the Centre Staff, Church members and volunteers from within the community for all that has been achieved during the year.



Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Summary of the main achievements of the charity during the year

Our year started with Harvest Celebrations the service being led by Tim Baker working for the Methodist Charity All We Can. Cash donations were received for their work overseas and non-perishable food gifts were given for the continued work of the Foodbank linked to the Trussell Trust which has been running for quite a few years at our Church as part of our commitment to show, love care and support for the needy in our local community.

We annually support the work of Operation Christmas Child by providing Christmas shoe boxes for children of specific age groups. These are sent abroad. The community gets involved with providing toys etc. and making up boxes. We also are a receiving centre for anyone to drop off shoe boxes locally.

During the year we have had three Messy Church sessions on Sunday afternoons. They are aimed at families, and children have to be accompanied by an Adult. We offer craft activities, fun, bible stories, songs etc. linked into a biblical theme. We finish our session by having a meal together. We are grateful to Church members giving up their time on what is a busy day for Church people. This is a free event.

This year we decided to have a Toy Service on a Sunday morning, which was the inspiration of our oldest Church member, 97 years old and the service was led by another Church member. The congregation were invited to bring toys for distribution to families who would be without at Christmas. The Lord Mayor attended and the local School sent a few children to join us. The response was amazing and we were grateful to the Centre Staff who played a big part in sorting the toys out and in addition provided a Christmas food hamper. Through their contacts with Social Services, School etc. they were able to compile a list of needy recipients. It was hard work but as Church members and Centre Staff distributed these gifts two weeks before Christmas they were overwhelmed at the appreciation and thankfulness shown for this small act of kindness which would help them have a better Christmas.

In December our local Theatre allowed us to be part of a Charity Evening. We sold tickets for the play and received a generous payment for each ticket sold. Also they gave us the opportunity to organize a raffle and have the proceeds. Since the pandemic people were more reluctant to have tickets and go out but it was still a successful evening. It provided a social event, which also raised needed funds for the Church.

During the year the Centre has had Craft Fayres at Christmas, Easter and Summer, where they give people in the local community an opportunity to hire a table for a modest fee to sell their goods. In addition refreshments are served in the Living Room, which provides a social space for gathering. At these events the Church has a Home-Made Bake stall and a fund raising activity which goes to Church funds.

In January we annually have a Church Anniversary Weekend and Gift Day. This year we had a Coffee Morning on the Saturday. This is a social gathering and church members are given an envelope to make a gift for the

ongoing work of the church.

In addition, we have had a couple of special birthdays and we have met to celebrate these as a Church family.

The ongoing work of Church activities is essential to the life of our Church. We want to show love, care and friendship to everyone in a safe environment as we try to offer a vast amount of activities to meet the needs of community, through the activities organized by the Centre staff.

Section E

Financial review

Brief statement of the charity's policy on reserves

We aim to hold 6 months of expenditure in reserve plus a redundancy provision. Our reserve amount at 31st August 2023 is therefore £63,398.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Revd. JOSEPH ADAMS

Position (eg Secretary, Chair, etc)

CHAIR

Date

7th MARCH 2024.

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

WEST END METHODIST

Church

FOR THE YEAR ENDED

31 August 2023

POTTERIES MISSION METHODIST

Circuit

Circuit no.

11/15

Registered Charity - Charity Registration number

1194659

**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'D LINDA CATLOW

Church Stewards:

MRS SUSAN BROWN

MRS SUSAN FINNEY

MRS SUSAN JONES

MRS LESLEY LLOYD

MRS CHARMAINE CARTWRIGHT

MRS LEANNE LOVATT

Treasurer:

MRS SUSAN BROWN

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
a1	RECEIPTS	Note				
a2	Offerings and Tax recovered		18,733		18,733	20,739
a3	Bank and CFB interest and Investment income		421		421	49
a4	Lettings		44,733		44,733	10,271
a5	Other receipts		18,504	80,601	99,105	19,184
a6	TOTAL RECEIPTS		82,391	80,601	162,992 (a7)	50,243

SECTION B						
b1	PAYMENTS					
b2	Circuit Assessment or Share		21,721		21,721	23,723
b3	Donations		404		404	
b4	Repairs and Maintenance		3,703	1,000	4,703	7,829
b5	Utilities (Insurances, water charges, heating & lighting)		2,188	7,398	9,586	8,917
b6	Salaries & Cleaning		10,375	57,939	68,314	73,382
b7	Other payments		18,999	3,068	22,067	20,554
b8	TOTAL PAYMENTS		57,390	69,405	126,795 (b9)	134,405

SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	25,001	11,196	36,197	(84,162)
c2	Total funds brought forward from last year		64,028	43,496	107,524 (c6)	191,686
c3	Sub total	(c1+c2)	89,029	54,692	143,721	107,524
c4	Transfers and adjustments				(c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	89,029	54,692	143,721 (c8)	107,524 (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				
d2	Offerings/Gifts - received for external organisations				
d3	Offerings/Gifts - passed to external organisations				
d4	BALANCE STILL TO BE PAID	(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 2023 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)	162,992 (a7)	126,795 (b9)	36,197	(c7)	107,524 (c6)	143,721 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	162,992	126,795	36,197		107,524 (x)	143,721 (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 2023**

	OPENING BALANCES	CLOSING BALANCES
f1 Cash in hand		
f2 Bank Current Account	95,418	131,195
f3 Bank Deposit Account		
f4 Central Finance Board	12,106	12,526
f5 Trustees for Methodist Church Purposes		
f6 Other funds		
f7 SUB TOTAL - Church accounts	107,524 (c6)	143,721 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	107,524 (x)	143,721 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2022	At 31 August 2023
g1 Investments (include Endowments)		
g2 Land & Buildings (see notes re Insurance value)		
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: WEST END METHODIST CHURCH No.1194659

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2023 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..... 27 / 6 / 24

Name and address of treasurer: SUSAN BROWN, 6 BOOTHENWOOD TERRACE, STOKE-ON-TRENT, ST4 5EZ.

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2023 were presented to the meeting of the Church trustees held on 7th March 2024.

Signature of the Chair of the meeting 

Name of the Chair of the meeting .. Rev. JOE ADAMS Date 7th March 2024

Independent Examiner's Report to the Trustees of the

WEST END METHODIST CHURCH

Charity Number 1194659

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the West End Methodist Church for the year ended 31 August 2023 set out on pages 2 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: WEST END METHODIST CHURCH **No.**1194659


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 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 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: GLENN GERALD PARKES MBE ACPA

Relevant professional qualification of independent examiner: CERTIFIED PUBLIC ACCOUNTANT

Name of firm: GLENN PARKES & CO LTD

Address: THE MANSE, TEMPLE STREET, FENTON, STOKE-ON-TRENT

Post Code: ST4 4NW

Date: 6th MARCH 2024